

# FOCUS INTERNATIONAL

## South Africa 2026

### Application

I hereby apply for: (please select only one option)

- ☐ **Tricky Women/TrickyRealities:** January–February 2026
- ☐ **WIENWOCHE:** March–April 2026
- ☐ **FOTO ARSENAL WIEN:** May–June 2026
- ☐ **ImPulsTanz – Vienna International Dance Festival:** July–August 2026
- ☐ **ArtSocialSpace Brunnenpassage:** September–October 2026
- ☐ **ZOOM Children's Museum:** November–December 2026

### Personal data

First name (according to passport)

Last name (according to passport)

Gender

Passport number

Home address (street, zip code, city, country)

Date of birth (DD/MM/YYYY)

Place/country of birth

Nationality

Mobile phone

E-mail

Website

### Bank account

Name of the bank

Account holder

BIC/SWIFT-Code

and/or IBAN

### Letter of Intent

Please provide a short overview of why you are applying, what you expect from the programme and what you would like to focus on during the residence. (max. 5000 characters)

## Curriculum Vitae

(max. 1 page)

## Terms and Conditions of the Funding Agreement

The legal bases of the Funding Agreement are the Arts Funding Act (*Kunstförderungsgesetz*), Federal Law Gazette no 146/1988 as amended, the Arts Funding Guidelines (*Kunstförderungsrichtlinien* – Guidelines of the Federal Ministry of Housing, Arts, Culture, Media and Sport (BMWKMS) on the granting of funding under the Arts Funding Act, including the Film Funding Guidelines (*Filmförderungsrichtlinien*) of BMWKMS as amended that, pursuant to point 4, form an integral part of the Art Funding Guidelines) and the General Framework Guidelines for Granting Federal Funding (ARR 2014) pursuant to sec 3 no 4 ARR 2014.

Unless otherwise explicitly provided for in the Funding Agreement, the Funding Agreement shall be based on the Arts Funding Guidelines and the provisions laid down in these Guidelines shall be deemed as having been agreed between the parties to the Funding Agreement.

### 1. Funding Request:

The Applicant shall duly complete the Funding Request, attach all the enclosures required and accept the Terms and Conditions of the Funding Agreement without reservations or limitations by signing the latter by way of handwritten signature, electronic signature (ID-Austria) or by affidavit.

### 2. Conclusion of the Funding Agreement:

If the Applicant's request is accepted, the Funding Agreement shall be deemed to have been concluded upon service of the written grant approval to the Applicant (sec 23 para 5 ARR 2014). If the written grant approval does not fully correspond to the Funding Request, the Agreement shall nevertheless be deemed to have been concluded unless the Applicant objects to the conditional grant approval within 14 days. Oral agreements shall not be valid and subsequent modifications of or amendments to the Funding Agreement shall be made in writing and require the express consent of both parties in order to be effective. In the case of undertakings (projects and annual activities) that, due to their complexity, require deviating or additional funding conditions and regulations, the BMWKMS shall issue a written funding offer in the form of an adapted Funding Agreement to the Applicant. The Funding Agreement shall become effective upon written acceptance by the Applicant within a reasonable period to be determined.

### 3. Realisation of the agreed project/undertaking:

By accepting the Funding Agreement and the related funding, the Beneficiary shall undertake to carry out the project/undertaking as agreed. They shall allow officials and authorised agents of the federal government or the European Union to inspect the artistic work free of charge.

### 4. Notification duties in the event of changes:

On their own initiative, the Beneficiary shall promptly notify the BMWKMS in writing of any

- modifications (except such of a minor nature), delays, the impossibility to realise the funded project/undertaking, and
- changes in funding, the legal form, the persons in charge (key personnel) and the address.

In these cases, the federal government may provide for new conditions and requirements, adjust the amount of funding and, in the event of significant reductions in activities, completely withdraw from the Agreement. The federal government reserves the right to terminate the Agreement at any time if the project/undertaking contents or the funding plan are significantly modified.

### 5. Gender equality:

The Beneficiary shall ensure effective equality of all genders in their sphere of influence. The Equal Treatment Act (*Gleichbehandlungsgesetz*), the Federal Act on Equal Treatment of Persons with Disabilities (*Bundes-Behindertengleichstellungsgesetz*) and the prohibition of discrimination pursuant to sec 7b of the Federal Act on the Employment of Persons with Disabilities (*Behinderteneinstellungsgesetz*) shall be observed.

### 6. No assignment:

The entitlement to a grant awarded may not be disposed of by assignment, transfer, pledge or in any other way.

### 7. Financial accounting:

The funds will be transferred to the account specified by the Beneficiary in accordance with the grant approval or Funding Agreement. Disbursements shall only be made subject to the availability of budget funds and in accordance with requirements. Delays in disbursements shall not give rise to any claims for damages. Separate accounts shall be kept for the implementation of the undertaking funded, and the related receipts and supporting documents may be filed in the Beneficiaries general accounting system.

### 8. Use of funds:

The Beneficiary shall use funds awarded by the federal government in accordance with the principles of economy, efficiency and expediency; in particular in the case of overall funding, they shall comply with those principles in their entire financial management and use

the funds awarded only for the purpose for which they have been granted. Discounts, rebates and similar deductions shall be taken advantage of. When awarding contracts – except for artistic services –, the best bidder is to be selected; for contracts in the amount of €7,000 (net of tax) or more, the Beneficiary shall demonstrably obtain several offers, if possible, for the purpose of comparisons. Beneficiaries who are contracting authorities within the meaning of the Federal Procurement Act 2018 (*Bundesvergabegesetz 2018*) shall apply the provisions of the Federal Procurement Act 2018 without any restrictions.

**9. Proof of use:**

The Beneficiary shall furnish proof to the BMWKMS on the use of the funds granted by submitting the records listed in the grant approval or Funding Agreement by the date indicated therein. At a justified request, these records shall be made available at any time. If the Beneficiary is not able to meet that deadline, they shall apply in writing for an extension of the deadline without being requested to do so.

**10. Retention period and obligation to provide information:**

The Beneficiary shall keep all records necessary for verifying the approved use of the funds awarded and retain these records along with the supporting documents for a period of ten years from the end of the year in which the entire grant was paid out or, in the case of cash loans, from the date of the loan's disbursement, and in any case until full repayment has been made, and in both cases at least from the date on which the project/undertaking was completed. At the request of the BMWKMS, the European Union or the Austrian Court of Audit, the Beneficiary shall submit or grant access to all supporting documents related to the project/undertaking funded as well as allow an on-site inspection and furnish all the information requested. On principle, the Beneficiary may also use suitable image and data carriers for storage if the complete, orderly, identical and verifiable reproduction true to the originals is guaranteed at all times until the end of the retention period; in this case, the Beneficiary shall be obliged to provide, at their own expense, all auxiliary tools necessary to make the books, receipts, and other documents legible and, where necessary, to provide permanent reproductions that are legible without auxiliary tools and, when creating permanent reproductions, to make them available on data carriers.

**11. Data processing/use of the logo of BMWKMS/inquiries:**

Within the meaning of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR) as amended, the Data Protection Act (*Datenschutzgesetz*) as amended and any other applicable relevant legislation as amended, the Beneficiary shall acknowledge that:

- a. in the course of preparing and handling funding, the BMWKMS requests relevant information from third parties (e.g. financial authorities and banks) as far as required for preparing and handling funding, in particular its evaluation and control and the accomplishment of tasks assigned to the BMWKMS by law;
- b. the BMWKMS is entitled, for control and coordination purposes, to use the personal data necessary for assessing whether the eligibility requirements are met, to check the proof of use or any possible recovery of the funding, beyond the information provided by the Beneficiary, by making enquiries with other relevant federal authorities or with another legal entity that grants or administers relevant funding, or with other third parties, and to disclose this information to them;
- c. the BMWKMS publishes their name, the purpose of funding, the amount of funds granted and, if applicable, their participation in the mentoring programme in the Art and Culture Report and discloses such information for statistical purposes. The Beneficiary shall also take note that sec 10 of the Arts Funding Act, Federal Law Gazette no 146/1988, constitutes the legal basis of data processing for reports on federal activities in the field of art funding;
- d. if personal data of third parties contracted by the Beneficiary are required in the context of preparing and handling funding, in particular its evaluation and control, the Beneficiary must seek consent in advance for this processing of their personal data;
- e. funding by the BMWKMS shall be highlighted by means of the up-to-date logo of the BMWKMS in printed materials and the website of the Beneficiary, with contraventions resulting in an appropriate reduction of the amount of funding;
- f. the BMWKMS searches the Transparency Portal according to sec 32 para 5 of the Transparency Database Act 2012 (*Transparenzdatenbankgesetz 2012 – TDBG 2012*) and provides information on the funding granted and personal data related thereto (cf. sec 25 TDBG 2012) to the Federal Minister of Finance for processing in the Transparency Database;
- g. personal data of the Beneficiary may be published in accordance with the provisions of sec 40k TDBG 2012;
- h. the BMWKMS reserves the right to publish information on funding granted and personal data related thereto (name of the Beneficiary or, in the case of legal entities, the names of authorised representatives, zip code, purpose of funding and funding amount disbursed), if appropriate, also together with photos, audio and video recordings in any technically possible form;
- i. the BMWKMS stores and processes data exclusively under the terms of the GDPR, the Data Protection Act and any relevant legislation (The Beneficiary's personal data are processed on the legal basis of art 6 para 1 lit b GDPR for preparing and handling grant funding and art 6 para 1 lit c GDPR (data processing necessary for compliance with a legal obligation) or art 6 para 1 lit e GDPR

(data processing necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller). Specifically, the personal data provided by the Beneficiary in their Funding Request and the data to be provided in the course of the Agreement's performance are processed. The personal data are processed as long as required in line with statutory retention and documentation obligations and, if applicable, archiving obligations, in particular in accordance with the Federal Budget Act 2013 (*Bundeshaushaltsgesetz 2013*), Federal Budget Regulation 2013 (*Bundeshaushaltsverordnung 2013*), ARR 2014, relevant other legislation (e.g. Federal Archives Act (*Bundesarchivgesetz*), Monument Protection Act (*Denkmalschutzgesetz*), or European or international law (e.g. Convention Concerning the Protection of the World Cultural and Natural Heritage). The BMWKMS processes the data in line with the provisions on the management of files with regard to electronic files at the BMWKMS (discarding period of 10 years) and deletes them in the course of the subsequent technical deletion routine unless they are to be archived or published (in that case, they will not be deleted for reasons of public interest) and unless there is a longer statutory retention obligation.

- j. if necessary, the Beneficiary's personal data may be forwarded to officials and authorised agents of the federal government, the Court of Audit and the European Union. Furthermore, these data may be passed on to the legal representatives of the BMWKMS as well as to courts of law and administrative authorities for the pursuit of legal claims or defence against legal claims related to the Funding Agreement or its preparation. In addition, personal data may be passed on to other institutions awarding grants, in particular those mentioned in the Funding Request and, if applicable, processors (e.g. IT service providers) commissioned by the federal government or any management agency if they need those data for performing their tasks or if it is possible to pursue legal claims related to the funding granted.

The Beneficiary shall receive information on data processing according to art 13 and 14 of the GDPR (data processing information) from the BMWKMS. If the Beneficiary submits the Funding Request in an informal manner, the data processing information shall be promptly provided to the Beneficiary. By signing the Funding Request by way of handwritten signature, electronic signature or by affidavit, the Beneficiary also acknowledges receipt of the data processing information.

According to the GDPR, the Beneficiary shall, on principle, have the right of access, the right to rectification, erasure, restriction of processing and data portability and the right to object. If the Beneficiary believes that the processing of the Beneficiary's data violates data protection law or has infringed the data protection rights of the Beneficiary in another way, the Beneficiary may file a complaint with the supervisory authority. In Austria, the supervisory authority is the Data Protection Authority.

Furthermore, the Beneficiary shall take note of the fact that the BMWKMS may have to publish or grant access to information of general interest according to art 22a para 1 of the Federal Constitutional Act (*Bundes-Verfassungsgesetz*) and information according to the provisions of the Federal Act on Access to Information (*Informationsfreiheitsgesetz – IFG*), Federal Law Gazette I no 5/2024. The Beneficiary shall be obliged to promptly inform the BMWKMS of any grounds under sec 6 IFG that, in their opinion, could speak against the publication or other disclosure of a specific item of information under the provisions of the IFG.

## **12. Termination, repayment and reduction of the funding granted:**

### **Repayment in full:**

Funding is provided in the form of grants or financial contributions that are not repayable if the terms and conditions of funding are complied with and if the funding purpose is achieved. Subject to the pursuit of further statutory claims, including in particular repayment obligations according to sec 30b of the Act Governing the Employment of Foreign Nationals, the Beneficiary shall be obliged to immediately repay the funds granted upon the request of the BMWKMS or the European Union, with the entitlement to funds awarded but not yet disbursed lapsing, if, in particular,

- a. the Beneficiary provided inaccurate or incomplete information on material circumstances to officials or authorised agents of the federal government or the EU;
- b. the Beneficiary does not report on their own initiative any circumstances that would delay or make impossible the performance of the funded activities or require their modification without any delay – at any rate before controls or their announcement;
- c. the Beneficiary does not supply scheduled reports, proofs or necessary information, provided that a written reminder that specified an appropriate deadline and contained an explicit warning about the legal consequences of non-compliance was not successful in those cases, and the Beneficiary failed to make other notifications foreseen in these Guidelines;
- d. the funds granted have not been used for the approved purpose in full or in part;
- e. the Beneficiary impedes or prevents control measures foreseen, in particular by not providing the documents required or the eligibility for the funding granted is no longer verifiable within the period during which documents need to be retained;
- f. the Beneficiary has not complied with the ban on the assignment, transfer, pledge or other disposal of funding according to Point 11.11 of the Arts Funding Guidelines;
- g. the Beneficiary has not complied with the provisions of the Equal Treatment Act;

- h. the Federal Act on Equal Treatment of Persons with Disabilities and the prohibition of discrimination pursuant to sec 7b of the Federal Act on the Employment of Persons with Disabilities in the version published in the Federal Law Gazette I no 57/2015 have not been observed;
- i. cumulation thresholds defined in state aid law have been exceeded;
- j. the Beneficiary has not fulfilled other conditions of funding, terms or requirements, in particular those intended to ensure that the purpose of funding is achieved;
- k. the Beneficiary cannot or has not performed the Funding Agreement in due time;
- l. European Union institutions demand the suspension and/or recovery of funding;
- m. the publicity measures incumbent on the Beneficiary are not carried out;
- n. the Beneficiary has not complied with the principles of economy, efficiency and expediency or other conditions of funding, terms or requirements, in particular those intended to ensure that the purpose of funding is achieved;
- o. other material provisions of the present Funding Agreement have not been observed.

**Repayment in part:**

Instead of the recovery of the entire funding, the funding may be only be suspended or recovered in part in case of individual circumstances if

- a. the publicity measures incumbent on the Beneficiary are not carried out,
- b. the obligations assumed by the Beneficiary are divisible and the part performed is eligible for funding in itself,
- c. the Beneficiary is not responsible for the reason of recovery, and
- d. the continuation of the Funding Agreement can be reasonably expected from the BMWKMS.

**Reduction of funding:**

The funding granted may be reduced to the extent permitted under sec 4 para 1 of the Arts Funding Act or in accordance with European Union law

- a. if the Beneficiary receives funding for the same deliverables, even in case of different earmarking, from another federal institution or another legal entity, including from other territorial authorities, after the date of the Funding Request, which was not known at the time when funding was approved, or
- b. if the Beneficiary's own contribution is or can be higher than originally agreed,
- c. if the undertaking funded generates revenue that was not planned/indicated upon the submission of the Funding Request,

unless a modification of the Funding Agreement seems to be expedient from the perspective of the BMWKMS. If the funds have already been disbursed, appropriate amounts may be recovered.

**Interest on amounts to be repaid and late payments:**

After the funded activities have been implemented and accounts have been rendered properly, unused funds and interests shall be promptly recovered in accordance with Point 15 of the Arts Funding Guidelines. If the Beneficiary is responsible for the reason of recovery, interest shall accrue on the amount to be repaid at an interest rate of 3 percentage points above the base interest rate per annum applicable at the time from the day of the funds' disbursement. Even if the Beneficiary is not at fault, interest shall also accrue if required under European law. If that interest rate is below the interest rate specified for recoveries by the European Union, the interest rate specified by the European Union shall be applied. In case of delays in repayment, interest on arrears shall fall due. The interest rate for late payments shall be 9.2 percentage points above the applicable base interest rate per annum starting on the date of default in the case of enterprises, otherwise it shall be 4 percentage points above the base interest rate applicable at the time but not less than 4 percent. The base interest rate that is in effect on the first calendar day of a half year shall be applicable throughout that half year.

**Surety:**

The Beneficiary declares to provide sufficient surety for any repayment obligations.

**13. Insolvency:**

The Beneficiary declares that insolvency proceedings have not been opened against them in the past three years and, in particular, that no insolvency proceedings are pending against their assets at the time of the Funding Request.

**14. Capital goods:**

If capital goods are purchased using the funds granted and if these goods are no longer needed after the undertaking's completion or when the purpose of funding significantly changes or ceases to exist, the BMWKMS may request or demand that the Beneficiary transfers ownership of these goods to the BMWKMS or a third party free of charge or pays their present value. If the amortisation period of goods procured for the implementation of the funded undertaking exceeds the performance period, only the share of the costs may be funded that corresponds to the depreciation according to the Income Tax Act (*Einkommenssteuergesetz* 1988), Federal Law Gazette no 400/1988 as amended, for the performance period. The entire procurement costs of goods are eligible for funding if the procurement itself is the object of funding. The provisions of sec 35 ARR 2014 shall be observed whenever leasing instalments are funded. For major investments, a holding period shall be agreed in the Funding Agreement.

**15. Cost:**

Any costs and fees arising from drawing up or issuing a copy of the Funding Agreement shall be borne by the Beneficiary.

**16. Jurisdiction and applicable law:**

The District Court for 1010 Vienna (Bezirksgericht Innere Stadt Wien) or the Vienna District Court for Commercial Matters (Bezirksgericht für Handelssachen Wien) shall have exclusive jurisdiction for disputes arising from this contract in district court proceedings. The Vienna Regional Court for Civil Matters (Landesgericht für Zivilrechtssachen) or Vienna Regional Court for Commercial Matters (Handelsgericht Wien) shall have exclusive jurisdiction in regional court proceedings. Austrian substantive law shall apply exclusively to this contract, including its valid conclusion and its preliminary and subsequent effects.

**The Federal Ministry of Housing, Arts, Culture, Media and Sport can be contacted as follows for all inquiries related to funding:**

- BMWKMS, Dept. IV/1 Digitisation, Special Projects, +43 1 716 06-851013, [iv1@bmwkms.gv.at](mailto:iv1@bmwkms.gv.at)
- BMWKMS, Dept. IV/2 Music and Performing Arts, +43 1 716 06-851022, [mdk@bmwkms.gv.at](mailto:mdk@bmwkms.gv.at)
- BMWKMS, Dept. IV/3 Film, +43 1 716 06-851031, [film@bmwkms.gv.at](mailto:film@bmwkms.gv.at)
- BMWKMS, Dept. IV/4 Architecture, Building Culture (*Baukultur*), Monument Protection and UNESCO World Heritage, +43 1 716 06-851042, [architektur@bmwkms.gv.at](mailto:architektur@bmwkms.gv.at)
- BMWKMS, Dept. IV/5 Literature, Publishing and Libraries, +43 1 716 06-851052 or -851058, [iv5@bmwkms.gv.at](mailto:iv5@bmwkms.gv.at)
- BMWKMS, Dept. IV/6 Visual Arts, Design, Fashion, Photography, Video and Media Arts, +43 1 716 06-851068, [bildende@bmwkms.gv.at](mailto:bildende@bmwkms.gv.at)
- BMWKMS, Dept. IV/7 Cultural Initiatives, Museum, Folks Culture, +43 1 716 06-851071, [kmv@bmwkms.gv.at](mailto:kmv@bmwkms.gv.at)
- BMWKMS, Dept. IV/10 EU and International Affairs, +43 1 716 06-851111, [international-kultur@bmwkms.gv.at](mailto:international-kultur@bmwkms.gv.at)

**for inquiries related to data protection:**

Data protection officer of the Federal Ministry of Housing, Arts, Culture, Media and Sport,  
e-mail: [datenschutzbeauftragte@bmwkms.gv.at](mailto:datenschutzbeauftragte@bmwkms.gv.at)



## Legal information on data protection according to Article 13 GDPR

We store and process personal data exclusively in compliance with the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (GDPR) as amended, the Data Protection Act (*Datenschutzgesetz*), Federal Law Gazette I No. 165/1999, as amended as well as other relevant legislation (e.g. Arts Funding Act (*Kunstförderungsgesetz*), Federal Law Gazette No. 146/1988) as amended.

- Our communication/ mailing is made on the legal basis of the Austrian Federal Ministry Act (*Bundesministeriengesetz*), Federal Law Gazette No. 76/1986 as amended, Part 1, in particular Points 5 and 10 of the annex to sec 2 (Matters of documentation and information, registries and governmental libraries, statistics and electronic data processing systems of policy areas taking account of necessary and desirable co-ordination and concentration as well as matters related to the provision of information on the policy areas, including communications with the press, radio and TV) (cf. art 6 para 1 lit e of the GDPR) and for the initiation and performance of a contract or in order to take steps prior to entering into a contract (cf. art 6 para 1 lit b of the GDPR). For that purpose, we process, in particular, the following personal data that you provided within the framework of your application and beyond for the program FOCUS INTERNATIONAL of the Federal Ministry of Housing, Arts, Culture, Media and Sport (BMWKMS): first and last name, gender, passport number, home address (street, zip code, city, country), date of birth, place/country of birth, nationality, mobile phone, e-mail address, bank account (name of the bank, name of the account holder, IBAN, SWIFT-CODE/BIC), curriculum vitae, your specific application submitted to the program FOCUS INTERNATIONAL of the BMWKMS, including any documentation specified in the call for proposals and any other personal data that you provide or otherwise disclose to the BMWKMS, to FOCUS INTERNATIONAL managed by MQ Errichtungs- und BetriebsgesmbH (MQ) on behalf of the BMWKMS and to the institution you selected in the course of your correspondence/application or within the framework of the program FOCUS INTERNATIONAL of the BMWKMS.
- The provision of your personal data is required for your application to and participation in the program FOCUS INTERNATIONAL of the BMWKMS. There are no legal or contractual obligations for you to make your personal data available in your application. However, if you fail to supply your personal data, you will not be able to apply for the program FOCUS INTERNATIONAL of the BMWKMS and, hence, you will not be able to take part in the program FOCUS INTERNATIONAL of the BMWKMS.
- If you are accepted for participation in the program FOCUS INTERNATIONAL of the BMWKMS, you agree with the BMWKMS as an essential contractual element that you consent to the processing of your personal data (see above and below) for the implementation of the program FOCUS INTERNATIONAL of the BMWKMS. This comprises, in particular, the conclusion and performance of the contract, the presentation of your personality and artistic work in publications (special case of the Art and Culture Report: it publishes the names, grant amounts and countries of origin of the grant recipients; this is done in accordance with sec 10 of the Arts Funding Act, Federal Law Gazette No. 146/1988 as amended, that stipulates that the Art and Culture Report has to be submitted to the National Council by the Federal Government annually, see also art 6 para 1 lit e of the GDPR) and on the BMWKMS websites as well as at BMWKMS events, the statement of accounts, audits and documentation of the program FOCUS INTERNATIONAL of the BMWKMS, their use for the promotion of the program FOCUS INTERNATIONAL of the BMWKMS as well as the dissemination of information on it, especially through social media (if appropriate, Facebook, Instagram, Flickr, Vimeo, YouTube, LinkedIn...). You agree that the following data may be published on the websites of the BMWKMS, of FOCUS INTERNATIONAL, of MQ and of the institution you selected (in particular, [bmwkms.gv.at](http://bmwkms.gv.at), [focusinternational.at](http://focusinternational.at), [mqw.at](http://mqw.at) and the website of the institution you selected) as well as the social media channels of the BMWKMS, by MQ Errichtungs- und BetriebsgesmbH acting on behalf of the BMWKMS and by the institution you selected for your internship in implementing content-related and organizational aspects of the program FOCUS INTERNATIONAL: name of the incoming artist, web presence, social media presence, art genre, FOCUS INTERNATIONAL residency period, tasks during the internship, country of origin, any other grant providers and/or co-operation partners) as well as, if applicable, artistic CV, diary entries and/or private insights into experiences and artistic work during the FOCUS INTERNATIONAL residency (in particular, outline of program activities and excursions), projects and events/exhibitions as well as, if appropriate, photos, videos and audio recordings made during the program FOCUS INTERNATIONAL and also information on grants provided by the BMWKMS and the use of those grants (cf. the Art and Culture Report mentioned above and public interest in it). There is no legal title to such processing, in particular to the publication of such information. The decision on the performance of individual processing activities is taken by the BMWKMS on a case-by-case basis.
- Your data will be deleted in line with the records management provisions for electronic files applying at the Federal Ministry for Housing, Art, Culture, Media and Sport (retention period of 10 years) in the course of the next technical deletion routine unless they are to be archived or published (in that case, they will not be deleted but retained for the purpose of implementing the program FOCUS INTERNATIONAL of the BMWKMS and on grounds of public interest).
- For the processing of your application, relevant extracts of your data will be transmitted – if necessary for organizational reasons – to those organizational units of the BMWKMS that need to receive them within the framework of contract performance and public relations work and, if applicable, to processors commissioned to process data (e.g. MQ Errichtungs- und BetriebsgesmbH and the institution you selected) and, if relevant, to legal representatives (for enforcing rights or defending against claims or within the framework of court or administrative proceedings) as well as other federal ministries or persons in connection with the program FOCUS INTERNATIONAL of the BMWKMS (e.g. jury members, applicants, participants). Your personal data are processed for the

conclusion and performance of the contract as well as for audit purposes and may be transmitted, in particular, to the bodies and authorized agents of the Austrian Court of Audit (in particular, under sec 3 para 2, sec 4 para 1 and sec 13 para 3 of the Austrian Court of Audit Act (*Rechnungshofgesetz*), Federal Law Gazette No. 144/1948 as amended), the European Union in accordance with EU legislation and to the Austrian Ministry of Finance (in particular, according to the Federal Budget Act 2013 (*Bundeshaushaltsgesetz*), Federal Law Gazette I No. 139/2009 as amended, in combination with the Federal Regulation on Propositions (*Vorhabensverordnung*), Federal Law Gazette II No. 22/2013, as amended).

- There is no automated decision-making (profiling).
- Your rights: On principle, you have the rights of access, rectification, erasure, restriction of processing, data portability and objection. If you consider that the processing of your data infringes data protection law or your rights under data protection law have been violated in any way you may lodge a complaint with the supervisory authority. In Austria, this is the Austrian Data Protection Authority.
- Current versions of legal acts can be retrieved free of charge from the Legal Information System of the Republic of Austria at [ris.bka.gv.at](https://ris.bka.gv.at).
- Further (data protection) information is available on the website [bmwkms.gv.at](https://bmwkms.gv.at), and possibly the websites [focusinternational.at](https://focusinternational.at), [mqw.at](https://mqw.at) and the website of the institution you selected.

## Further information

The Federal Ministry of Housing, Art, Culture, Media and Sport (BMWKMS) can be contacted for all inquiries related to the grant as follows: BMWKMS, Dept. IV/A/10 European and International Cultural Policy, e-mail: [focus-southafrica@bmwkms.gv.at](mailto:focus-southafrica@bmwkms.gv.at)

For inquiries related to data protection:

Data protection officer of the Federal Ministry of Housing, Art, Culture, Media and Sport,  
e-mail: [datenschutzbeauftragte@bmwkms.gv.at](mailto:datenschutzbeauftragte@bmwkms.gv.at)

Please return this form (as 1 PDF, max. 10 MB) until November 7th, 2025, 23:55 CET to the following E-mail address:  
[focus-southafrica@bmwkms.gv.at](mailto:focus-southafrica@bmwkms.gv.at)

The call for applications can also be viewed at: [focusinternational.at/south\\_africa](https://focusinternational.at/south_africa) and [bmwkms.gv.at/focus-international-south-africa](https://bmwkms.gv.at/focus-international-south-africa)

## Signature of the application

Place and Date

Signature