

# Financial Support for Queer Youth Groups 2021

## Who can apply for funding?

Funding can be applied for by all queer youth groups and their associations (Träger) in North Rhine-Westphalia that participate regularly – at least once a year – in the Queere Jugend NRW network meetings.

## What initiatives are eligible for funding?

- a) Public relations projects, e.g. flyer or website design.
- b) Networking initiatives, e.g. visiting other associations, or participating in Pride events together with other regional groups.
- c) Training courses, information events and educational activities regarding queer youth work, e.g. intergenerational cafés, weekend camping trips or cooking events.

## How can I apply for funding?

Contact the Queere Jugend NRW office to talk about your idea and to see if it can be financed. Remember to get a written confirmation (per email: [info@queere-jugendfachstelle.nrw](mailto:info@queere-jugendfachstelle.nrw)) that the money can be paid. Unfortunately, we cannot refund expenses that haven't been agreed upon. Please, send us an email describing briefly what it is you would like to print or what kind of activity you have in mind, and how much it will cost. When you get the confirmation, we will sort out whether we pay the invoice directly or whether you cover the expenses yourself and then get the money back from us.

**Please note:** Printed materials must always include the logo of Queere Jugend NRW and of the Ministry for Children, Family, Refugees and Integration. We will send them to you.

## Totals over 400€

If you want to spend more than 400€, you will have to fill in a small application. We will be happy to help you with it. You can find the form on the [www.queere-jugend.nrw](http://www.queere-jugend.nrw) homepage or request it per e-mail. The decision concerning these applications will then be made by the Advisory Board (Beirat) of Queere Jugend NRW.

## What to consider if I want to receive funding from the Queere Jugend office:

Before we can transfer you the money, a few requirements must be met. You can find the most important aspects below. If you are not sure about any of them, do not hesitate to contact us. We will be happy to help you. It looks more complicated at first than it actually is!

1. Fill in the "**reimbursement form**" that you can find on our homepage and send it to us by regular mail together with the **original invoices** of all costs!
2. **Sample copies:** We need samples of all printed materials you produce. This means that you may need to send, for instance, 2 or 3 flyers to the Queere Jugend NRW office. If you held an activity or an event, we need one or more photos for validation purposes. In this case, you may send us the photos as an email attachment.
3. For workshops we need a **list of participants** as additional evidence.
4. **Travel expenses** may be refunded in accordance with the State Travel Expenses Law (Landesreisekostengesetz). Generally, we can only reimburse journeys that were made using public transportation. There may be exceptions to this rule. If you would like to make use of them, please contact us first.
5. If you made a **money transfer**, we need a bank statement or a screenshot in which the paid amount and the name of the recipient are visible. You may cross out or blur all other information.
6. **Comparative offers:** If you plan to expend **more than €400** on something, you must get 3 different offers. Then, you can take the lowest one. Please, remember to send us these offers.

### Timing:

We must have received all necessary documents no later than 6 weeks after the activity or event, the printing date, the purchase... in order transfer you the money. If we haven't heard from you by then, the reserved money will made be available for other projects again.