

# Call for applications for the programme “Set anchor points” by the Agency for International Museum Cooperation “

As of: October 2025

## Programme description

Effective global collaboration relies on strong structures within museums. To strengthen museums of national and international importance as hubs for cross-border cooperation, our programme “Set anchor points” supports new positions dedicated to international development. These positions act as interfaces between museum leadership and partner institutions. Working across departments, they develop international projects that advance strategic collaboration with other museums worldwide. They actively strengthen international positioning and implement innovative models of cooperation and financing.

In practical terms, these positions engage with key areas of international museum practice – including collection access, curating, communication, and the mobility of cultural assets. They also involve partner organisations in exhibitions, research, and education activities, helping to create lasting connections that link museums worldwide and raise their international visibility.

## Who is the programme “Set anchor points” for?

The programme is directed at museums and exhibition venues with collections in Germany that demonstrate professional excellence and a strong public profile. These institutions are strategically expanding their international collaborations and

already have distinctive international activities. They regard international collaboration as an essential part of their organisational development and wish to integrate it actively into their administrative and operational structures.

## What is the goal of the programme?

The programme funds positions for international development to structurally anchor international cooperation within German museums (for example, roles in International Engagement, International Partnerships, International Development, or International Exhibitions). These funded positions develop strategic processes, build organisational infrastructures, and implement specific cooperation projects. In doing so, they strengthen the profile and visibility of German museums and exhibition venues that hold collections beyond borders.

## What are possible areas of activity?

- Building and deepening strategic museum partnerships worldwide
- Contextualising and presenting collections internationally
- Developing and coordinating international collaborations and touring exhibitions
- Expanding expertise in international exhibition and project development
- Maintaining and providing digital collection data for international cooperation

# Funding guidelines

## 1. Purpose and objectives

Through the “Set anchor points” programme, the Agency for International Museum Cooperation (museum agency) supports the structural internationalisation of German museums by funding dedicated positions for international development. The funding may support the following areas of activity:

- Building and deepening strategic museum partnerships worldwide
- Contextualising, curating, and presenting collections in international contexts
- Developing, coordinating, and implementing international cooperation projects (e.g. co-productions, touring exhibitions)
- Developing and communicating the institution’s international profile
- Building expertise in international exhibition and project development
- Maintaining and providing digital collection data for international cooperation

This list is not exhaustive. Each position should be tailored to the applying institution’s specific needs, aligning with its existing structures and strategic goals.

## 2. Legal basis

Funding is provided in accordance with our funding guidelines, § 44 of the Bundeshaushaltsordnung (BHO, German Federal Budget Code), and the related administrative regulations (VV). The funding is provided by the Federal Foreign Office on an expenditure basis and is subject to the supplementary provisions ANBest-P and ANBest-AA in their applicable versions.

## 3. Scope of funding

The programme funds a project position focusing on internationalisation within museums for a period of 12 months.

### What do we fund?

- Personnel expenses up to the level of one full-time position equivalent to pay grade EG 13, TVöD Bund (Collective Agreement for the Federal Public Service)
- Material expenses related to establishing the position

## 4. Funding eligibility

### Who can apply?

Applications are open to established museums of all disciplines and exhibition venues with collections based in Germany that:

- Hold collections, exhibitions, or research activities of international relevance
- Intend to permanently integrate internationalisation as a core element of their organisational and administrative structures

Institutions with various legal forms (e.g. foundations, associations, public or private entities) are eligible to apply, provided that the institution is publicly accessible and contributes to society in a way that is not primarily profit-oriented.

## 5. Type, scope, and amount of funding

- Funding is provided as a purpose-specific project grant as part of deficit financing.
- Funding is available for the establishment of a new project position in the field of internationalisation, aligned with TVöD Bund, up to pay grade 13. The prohibition on preferential treatment must be observed. In addition, material expenses related to establishing the position of up to EUR 5,000 may be funded.
- Recruitment may begin once funding approval has been received (from March 2026). The position may start no earlier than 1 April 2026 and no later than 1 September 2026. The maximum funding duration is 12 months. An evaluation will take place during the first funding phase. Based on the results, and subject to the availability of funds, an extension may be applied for.
- Expenditures may only be incurred after the official start of the funding period.
- The inclusion of own or third-party funds is encouraged.

## 6. Application process

Applications must be submitted by email. Templates for the application form and budget and financing plan are available on our website.

Please submit the following documents in one email to [programmes@museumsagentur.de](mailto:programmes@museumsagentur.de):

- Completed application form
- Completed template "Budget and financing plan"
- Statement from museum management on how the position will be embedded institutionally
- Copy of the official registration document of the applying institution (e.g. extract from the association, commercial, or foundation register, depending on the legal form of the institution)

**Publication of the call:**

22 October 2025

**Application deadline:**

15 December 2025 (23:59 CET)

**Notification of funding decision:**

March 2026

## **7. Selection process and funding criteria**

The selection process takes place in two stages. In the first stage, applications are formally reviewed. In the second stage, an independent, international selection committee evaluates the projects in qualitative terms based on established criteria. Only complete applications submitted by the deadline can be considered.

**Overview of funding criteria:**

- **Strategic anchoring and sustainability**

Assessment aspects:

- Integration of the position within management or relevant departments
- Existing or planned internationalisation strategy
- Statement from museum management
- Prospects for long-term continuation

- **Institutional excellence and international relevance**

Assessment aspects:

- Significance of the institution nationally and internationally
- Visitor numbers
- Collection profile
- Exhibition and research activities
- International activities

- **International impact and visibility**

Assessment aspects:

- Contribution to strengthening the institution's international profile
- Network expansion

- Planned joint projects with partner institutions worldwide
- **Quality and feasibility**  
Assessment aspects:
  - Coherence of the job profile
  - Organisational integration

## **8. Use of funds and documentation**

- Funds must be used for the approved purpose and in a resource-efficient, economical and prudent manner.
- Recipients are required to submit a final report within six weeks after the end of the funding period.
- The final report must include a factual summary and a financial statement. Templates will be made available on our website.
- Corresponding publications must visibly display the note "Supported by the Agency for International Museum Cooperation with funds from the Federal Foreign Office" along with the agency's logo.

To ensure transparency, all selected projects will be published on our website: [www.museumsagentur.de](http://www.museumsagentur.de).

## **9. Validity of funding guidelines**

These funding guidelines are valid from 22 October 2025. Revisions and updates may occur.

## **10. Data protection**

To process and evaluate applications and make funding decisions, the museum agency must collect and process personal data of the persons involved in the project. We are also required, as part of our reporting obligations, to forward this data to our funding authority or to third parties commissioned by that authority for external auditing, if necessary. The legal basis for this data processing is Article 6 (1)(e) GDPR in conjunction with § 3 BDSG, as such processing is necessary for the performance of a public task.

## Contact

Do you have questions or would like to find out whether the "Set anchor points" programme suits your institution? Get in touch – we look forward to speaking with you!

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