

# GUIDELINES FOR SAMI ARTIST STIPENDS

Legal basis: Established by the Ministry of Culture on 16 September 1998 pursuant to Parliament's decision of 19 June 1997. Transferred to the Sami Parliament, Norway, on 1 January 2002, pursuant to a decision by Parliament on 14 December 2001. Transferred to the Sami Artists' Council (SDR) pursuant to plenary decisions in the Parliament on 27 Nov.2003 in item 42/03. The guidelines established at the Sami Artists' Council's annual meeting on 21 May 2006. Changes: at the Sami Artists' Council annual meetings on 19 May 2012, 20 June 2019, 16 December 2020 and 16 June 2021.

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## Part I. General

### 1. Sami artist stipends

Sami artist stipends include work stipends, work stipends for younger/newly established artists, senior stipends, combination stipends, short-term stipends and a diverse-stipend.

The stipends are awarded upon application from the individual artist. Work stipends must be started as soon as possible, for artists who finish studies no later than June/July in the award year. Short-term stipends shall be completed during the award year.

### 2. Allocation of funding

The Sami Parliament decides the funding for artist stipends in its annual budget. Funding is also negotiated annually through the Collaboration Agreement between the Sami Artists' Council (SDR) and the Sami Parliament.

## Part II. Common Provisions

### 3. Purpose of the scheme

The stipend scheme for artists shall contribute to achieving the objectives of the Sami Parliament's artistic policy by facilitating the rights of individual artists, through direct stipends from the Sami Parliament, to contribute to a diverse and innovative art life.

### 4. Target group – who may apply

- Sami artist stipends are awarded to Sami artists who mainly live and work in Norway. In special cases exceptions may be made to the rule of living and working in Norway.
- Applicants who meet the criteria of standing in the Sami parliamentary electoral register in their respective countries of residence.
- A person who considers herself to be a Sami artist and has work or a professional relation to this may submit an application.
- Only individual artists may apply not groups.
- The applicant must be able to document artistic production or activity.
- Membership of an artists' organisation is not required.
- Applicants who, despite reminders, have not submitted a report and accounts for previously assigned stipends cannot expect that a new application will be processed until this has been received. The same applies in the event of failure to document expenses (receipts) incurred with other stipends.

## 5. Criteria for allocation of funding

When awarding stipends emphasis shall purely be placed on artistic activity and quality. Neither gender, membership of artists' organisations, religious or political opinion shall be considered. Age shall/may be taken into account only in cases where it is stipulated that there is/may be a criterion for allocation.

In general the same artist may not be awarded more than one Sami artist stipend in the same year. However, recipients of work stipends, work stipends for younger/newly established artists and senior stipends may be awarded a diverse-stipend. All work stipends require a plan of work that describes the development of the activity.

## 6. Announcement, application deadline

Stipends are announced on the website of the Sami Artists' Council (SDR), Sami newspapers and in the daily press. The application deadline is 15 October each year. This may be waived if the application deadline falls on a Saturday or Sunday.

## 7. Requirements for the content and form of the application

- Applications must be made on a designated application form on the SDR website: [www.samidaiddar.no](http://www.samidaiddar.no). Applications cannot be sent in the post or by e-mail.

### 7.1 Personal data

Enter the name, address and national identity number (11 digits) that the applicant is listed in the national registry. Applicants without a national ID number or d-number must obtain a Norwegian ID number (d-number) and a Norwegian tax card before any payment can be made. An organisation number may not be used in the application.

### 7.2 Selection of a specialist committee

- Tick the relevant specialist committee to which the application is to be processed.
- If you are unsure which committee to select tick the one you consider to be closest to your plans and ideas. Make a note of this in the comments section.
- You may only submit one application to each specialist committee. If you apply for more stipends, e.g. work stipends and a diverse-stipend, from the same specialist committee put them into one application. If you wish to apply in several fields of art a complete application must be submitted to each relevant specialist committee.

### 7.3 Student per 1 January in the current year

- Applicants who are taking basic education in the award year are requested to state this and, if applicable, when this finishes. Basic education must be completed before funding can be paid out.  
The stipend must be started during the award year. See section 1 of the guidelines
- Provide a brief overview of education, courses, etc. that are relevant to the application.
- Education is no requirement.

### 7.4 Activity and production

- Give a brief overview of what you have done as an artist.
- Include non-artistic factors in your application if this is important to describe you and your background.
- Do not include accounts and financial affairs.

### 7.5 Use of stipends

Describe your plans, your artistic ideas, projects and needs, etc. There are many applications every year. Ensure that your application is thoroughly prepared. If you have ticked several stipends, e.g.

work stipends and a diverse-stipend, you must justify each individual stipend. It is also possible to receive several stipends at the same time, e.g. a work stipend and a diverse-stipend.

## **7.6 Attachments**

- Attachments must not exceed 50 MB per consignment.
- Please submit digitised attachments such as photos, videos, etc. of artistic work. For music attachments maximum 3 songs/recordings. For visual artists, artistic photographers, dáiddaduojárat (Sami arts and craft) maximum 5 photos. For authors maximum 3 pages of script. For films/videos 1-3 attachments with a maximum of 10 minutes recording per attachment.
- Remember to specify the number of attachments in the overview and which documents there are. Please number these if there are several.
- Links to directly downloadable files may be provided.
- Do not submit accounts or documents about financial matters.

## **8. The organisation of the specialist committees**

The members and deputies of the specialist committees are appointed by the annual meetings of the artist organisations for a period of two years. Two members and one deputy member are elected. The member and deputy member may not sit for longer than 4 years consecutively.

For groups of artists with no representative organisation with the necessary expertise the SDR will appoint one. The same applies if an artist organisation does not appoint a committee member before the stipulated deadline. If a specialist committee does not conduct a meeting within given deadlines, the administration of the SDR may appoint other experts.

For the combination stipend, specialist committee members are appointed from member organisations. If a specialist committee member cannot process the applications a deputy member shall be admitted as an expert. The specialist committee is quorate when two ordinary members are present or when one ordinary member and one deputy member are present.

Exceptions may be made for the combination stipend regarding the number of experts. The members and deputies of the specialist committee are themselves excluded from applying for an artist stipend for the period of time they are elected.

### **8.1 Recommendation criteria for the specialist committees**

The SDR secretariat receives and registers applications, preparing cases for consideration by the specialist committees. Applications that fall outside their subject area are noted and transferred to the correct committee, the applicant being notified of any change.

The administration of the SDR shall advise the specialist committees on the principles for appropriate case processing and ensure that the principles are followed. The work shall comply with the provisions of the Public Administration Act regarding case processing, including impartiality, the requirement of confidentiality and of supervision.

The specialist committees nominate applicants for stipends. They propose applicants on the basis of a discretionary assessment of artistic quality and activity and in accordance with existing guidelines.

### **8.2. Committee case processing**

Specialist committee forward nominations to the Stipend Committee. For each of the work stipends and short-term stipends, one candidate is nominated. Nominations must be academically justified. Three candidates are nominated for the various stipends in order of priority. A concise justification shall be given for each person nominated, in which decisive factors are specified.

The case officer shall keep a protocol from nomination meetings. The protocol shall state:

- a) when the meetings were held
- b) who was present
- c) impartiality
- d) the number of applications received and processed
- e) applicants in order of priority
- f) processed applications that were rejected with the grounds for rejection.

Specialist committee nominations shall remain confidential until the Stipend Committee has made its decision and it has been made public. Nominations remain confidential for those not awarded stipends. The case officer writes the protocol during the meetings. Specialist committees may be asked to provide a statement to the Stipend Committee in cases of appeal.

## **9. Organisation of the Executive Committee**

Sami artist stipends are awarded by a stipend committee consisting of three members. The SDR annual meeting first elects a committee of three members with personal deputies. The Executive Committee and the deputies are elected from SDR member organisations. The Executive Committee is elected for two years.

At the end of the period representatives and deputies are elected to the Executive Committee from the member organisations that have not held office for the past 2 years. The Executive Committee is quorate when three ordinary members are present or when two ordinary members and one deputy member are present. Members and deputies of the Executive Committee are themselves excluded from applying for Sami artist stipends for the period of time they are elected.

### **9.1 The Executive Committee**

The SDR secretariat prepares matters to be considered at Executive Committee meetings and implements its decision. The case officer writes protocol from the meetings.

Dealings shall follow the provisions of the Public Administration Act concerning case processing, including impartiality, the requirement of confidentiality and duty of supervision.

The Executive Committee shall award stipends on the recommendation of the specialised committees and ensure that the application of the law and case processing have been followed.

The Executive Committee nominates vacant stipends for the current year and the Stipend Committee always chooses reserve candidates for the stipends. Names of reserve candidates shall not be made public. Neither shall applicants be notified whether they have been nominated as a reserve candidate. An announcement will take place if a reserve candidate "moves up" and accepts the stipend. A standard reasons shall be given to applicants who are rejected.

A protocol shall be written at meetings. The protocol shall state:

- a) when and where the meetings were held
- b) who was present
- c) impartiality
- d) which proposals were processed
- e) the results of the case processing
- f) other matters considered

The case officer shall write the protocol. A report on the awards made shall be sent to the SDR.

## **10. Right of appeal**

The Executive Committee's decision may be appealed against. Only the proceedings and application of law may be appealed against. It is not permitted to appeal against artistic discretion, cf. royal decree of 20 November 1987 no. 924.

The Executive Committee considers appeals and may reverse its decision. If the Executive Committee maintains the original decision an appeal may be made to the SDR board. Applicants who have their application rejected have the right to appeal against the rejection decision, cf. Section 2 of the Public Administration Act, third subsection and Chapter VI of the Public Administration Act.

## **11. Reporting and follow-up requirements**

Persons who have been awarded stipends are required to submit a report on the use of the stipend to the SDR. The form can be found on the SDR website: [www.samidaiddar.no](http://www.samidaiddar.no). Reporting shall take place on the stipulated form by 15 January the year following the award. Use of the work stipend must be reported for each year awarded.

The SDR secretariat carries out a general reasonableness check of the reports. Further, the secretariat shall review the reports to assess whether the use of the stipend has been made in accordance with the preconditions for the award. This check is based on the information provided by the recipient.

## **12. Consequences of misleading information or non-compliance with preconditions**

If the reporting requirement of work stipends is not complied with payment of stipends shall be stopped until the reporting requirement is met. Holders of work stipends who fail to submit a report shall lose the right to keep the stipend until work stipend payments have been repaid.

If, despite reminders, the report on the use of the diverse-stipend, documentation of expenses etc. is not forthcoming, or if the information provided is misleading, amounts paid out will be required to be refunded. New stipends will not be awarded until funds have been repaid.

In accordance with Section 17 of Parliament's appropriations regulations, the Sami Parliament and/or the National Audit Office may implement checks to establish that state funds provided as stipends or contributions to public or private activities are used in accordance with the preconditions.

## **13. Postponement/changes to the use of stipends**

In special cases recipients of stipends may apply for a postponement/change in the use of stipends. An application must be submitted to the SDR secretariat.

## **Part III. Special provisions on the individual stipends**

### **14. Work stipends**

#### **14.1 Purpose**

Work stipends shall give individual artists the opportunity to work on a project or to specialise in tasks in order to further develop their artistic work.

#### **14.2 Duration**

Work stipends are awarded for one to three years. When determining the duration of the stipend emphasis shall mainly be placed on the applicant's justification in the application.

### 14.3 Other work conditions

Artists who receive a work stipend may not hold a permanent job if the position exceeds 50%. If necessary an artist who is awarded a work stipend may continue in a full employment for six months from 1 January in the award year. Artists who are awarded a work stipend and are in employed over 50% shall provide documentation from the employer about the reduction of their hours of work. The stipend recipient is obliged to inform SDR that employment hours are in accordance with the guidelines. Recipients cannot also be in basic education exceeding 50%.

### 14.4 Reporting requirements

Recipients of work stipends are obliged to submit an annual report explaining the artistic activity during the stipend year. This information shall be sent in on the stipulated form by 15 January each year. Failure to do so will entail the withdrawal of the stipend until the report is delivered.

### 14.5 Leave of absence

Under special circumstances, recipients of work stipends may apply for leave during the stipend period. Applications for such leave shall be sent to the SDR.

### 14.6 Disbursement

The work stipend shall be regarded as taxable employment income and is paid in monthly rates. The work stipend is taxed in Norway. The stipend does not count as pensionable income.

### 14.7 Upper age limit for stipend applications

There is no upper age limit for applications for a work stipend.

## 15. Work stipends for younger established artists

### 15.1 Purpose

The work stipend shall give younger/newly established artists in their establishment phase the opportunity to develop artistically and to better enable them to make a living from their work as artists. The scheme has been established for artists who under 36 in the year the application is submitted. Exceptions may be made in special cases. Applicants must be able to document a good artistic level.

### 15.2 Duration

Work stipends are awarded from one to three years. When making an award emphasis shall be placed on the artistic level and the application plan for the period.

### 15.3 Other work conditions

Section 14.3 applies.

### 15.4 Reporting requirements

Section 14.4 applies.

### 15.5 Leave of absence

Section 14.5 applies.

### 15.6 Disbursement

Section 14.6 applies.

## **16. Combination stipends**

### **16.1 Purpose**

Combination stipends shall give individual artists the opportunity to work on a project or to specialise in tasks to further develop their artistic work. Applicants with versatile artistic backgrounds have the opportunity to apply for a stipend in which several artistic expressions may be combined. This stipend allows artists with many plans and ideas to gather them into a holistic artistic expression.

### **16.2 Duration**

Combination stipends are awarded from one to three years. Emphasis shall be placed on the artistic level and the stipend plan for the period.

### **16.3 Other working conditions**

Section 14.3 applies.

### **16.4 Reporting requirements**

Section 14.4 applies.

### **16.5 Leave of absence**

Section 14.5 applies

### **16.6 Disbursement**

Section 14.6 applies.

### **16.7 Upper age limit for applications for a stipend**

Section 14.7 applies.

## **17. Senior stipend**

### **17.1 Purpose**

The senior stipend shall provide older artists with an opportunity to continue and further develop their artistic work.

### **17.2 Duration**

The stipend may be awarded to artists who are over the age of 56 at the start of the stipend period. The award is valid until retirement age if it is not terminated by the recipient before. Retirement age is depends on the country of residence.

### **17.3 Other working conditions**

Section 14.3 applies.

### **17.4 Reporting requirements**

Section 14.4 applies.

### **17.5 Leave of absence**

Section 14.5 applies.

### **17.6 Disbursement**

Section 14.6 applies

### 17.7 Upper age limit for applications for a stipend

Applicants who have reached retirement age cannot apply for a senior stipend. Country of residence pension age rules apply.

## 18. Short-term scholarship

### 18.1 Purpose

Short-term stipends provide artists with the opportunity to work on projects or specialisation tasks in order to further develop their artistic work for a short period of time. Artists who are awarded short-term stipends and are in permanent employment must apply for leave of absence from their employer for the stipend period.

### 18.2 Duration

A short-term stipend can be for up to three months full-time or four to six months at half-time.

### 18.3 Reporting requirements

Persons who are awarded short-term stipends are obliged to submit a report explaining the artistic activity during the stipend period. Reporting shall take place on the stipulated form by 15 January the year after the award

### 18.4 Disbursement

The short-term stipend is regarded as taxable employment income and is paid in monthly rates. The stipend is taxed at Norway. The stipend does not count as pensionable income.

## 19. Diverse-stipend

### 19.1 Purpose/ target group

Diverse-stipends are a contribution to individual applicants' artistic activities. Among other things stipends may be given for: support for establishment, courses, travel, studies, specialisation, materials, equipment, marketing, consultancy help, etc. Support is not given for basic education, projects or expenses incurred before the year of allocation.

### 19.2 About diverse-stipends

The maximum application award per stipend is determined annually and appears on the application form. In some cases, the stipend committee may deviate from the maximum amount. Attach a budget, calculated costs and any quotations from suppliers of goods and services, etc. Remember to enter the application amount in the form. Expenses must be documented in connection with the stipend report. The stipend may not be used in connection with basic education.

### 19.3 Reporting requirements

Recipients of awards are obliged to submit a report to SDR on the use of the stipend. This information shall be sent in on the stipulated form by 15 January each year. The SDR secretariat carries out a general reasonableness check of the reports. Further, the secretariat shall review the reports to assess whether the use of the stipend has been made in accordance with the preconditions for the award. The secretariat may request further information.

### 19.4 Disbursement

Half the stipend is paid at the start of the stipend period. The rest is paid after the delivery of the report. Tax is not deducted from the stipend. However, the stipend is subject to taxation.



## **20. Validity**

The guidelines come into force immediately after processing at the Sami Artists' Council's annual meeting 2021.