



**NEXT SUBMISSION DEADLINE: 15.01.2025**

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## **Instructions on the subsidisation of public libraries in the Grand Duchy of Luxembourg**

### **Who can apply (FëBLux-bylaws article 4)**

Regulatory authority:

- **I. Local libraries:** Differdange, Dudelange, Esch/Alzette, Grevenmacher, Luxembourg, Schengen, Troisvierges.
- **II. Community libraries (Public association libraries):** Luxembourg (6 libraries), Eschdorf, Ettelbruck, Junglinster, Mersch, Vianden, Wasserbillig, Wiltz.

### **For what purpose can subsidies be granted for the year 2025?**

- A. Structure and equipment
- B. Animation and animation material
- C. Training
- D. Personnel costs
- E. Technical support
- F. Know-how and professional advice, professionalisation projects
- G. Modernisation and evaluation
- H. Cooperation with other national and international players
- I. Awards and scholarships in the field of international cooperation
- J. Awards and honours

Several categories can be ticked.

For further information, please contact the president of the FëBLux asbl., Mr Jean-Marie Reding, tel. 26 55 9-356, e-mail: [Jean-Marie.Reding@bnl.etat.lu](mailto:Jean-Marie.Reding@bnl.etat.lu) .

### **General notes on writing the application**

- Only the FëBLux forms may be used. Replacement forms can be printed out at <http://www.feblux.lu/deutsch/what-we-do/main-activities/>
- The submission deadline is 15 January 2025. For registered letters, the date of the postmark of the acceptance post office applies. Applications that are not submitted on time or are incomplete cannot be considered.
- The completed form, together with the required documents, must be submitted to FëBLux asbl, c/o Jean-Marie Reding, 83, route de Luxembourg, L-3515 Dudelange.

## Required documents

1. *detailed cost estimate*: brief description of the investment project and indication of an investment sum that is as realistic as possible.

Basic principle: The administrative burden for both FëBLux and the applicant should be kept to a minimum. FëBLux is at your disposal for constructive simplification proposals and further suggestions.

## Granting of subsidies

Every applicant is entitled to a free consultation with a member of the FëBLux Governing Board in advance (article 2 of the constitution of the association).

An acknowledgement of receipt will be sent to each applicant.

The assessment of the application is carried out by the FëBLux Governing Board on the basis of

- an analysis of the current state of the library and its organisation, as well as
- the sustainability of the intended investment.

A high number of FëBLux donors from the respective municipality or canton can play a decisive role, especially if the quality of the application is equivalent.

The details of the assessment procedure are published in the respective annual report.

Positive decisions will be sent to the respective applicants by 15 March 2025 at the latest. The 2025 subsidy will be paid out by 31 March 2025 at the latest.

Applications that could not be considered after assessment will not be notified.

Cancellation in the event of non-granting is not possible.

## More information

<http://www.feblux.lu>