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# *2023/2024 Business Support Guide*

The guide for businesses and start-ups



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The guide for businesses and start-ups

## Foreword



### Stephan Schwarz

Senator for Economics, Energy  
and Public Enterprises of the  
Federal Land of Berlin

Berlin has mastered the many crises of recent years extremely well. Gross domestic product grew by 2.5 percent in 2022 – clearly surpassing the national average of 1.8 percent. The number of people in regular jobs continues to be positive with an annual increase of about 50,000 – the highest percentage growth recorded nationwide. Thanks to the continued strength of the economy, Berlin's unemployment rate fell to 8.6 percent at the end of the year. Overall, Berlin's economy is proving to be stable, while at the same time impressing with a high level of resilience and unbroken dynamism in many sectors.

Berlin's economic policy actively supports this positive development with favourable and targeted framework conditions. This includes well-balanced funding instruments that are used when companies need selective support or elementary assistance – regardless of size, sector or stage of development.

Developments during the crisis year 2022 underline how important it was that Berlin quickly put in place a protective umbrella of around EUR 750m for its economy. This includes EUR 330m for restarting business and culture, EUR 100m in liquidity support and most recently over EUR 340m in the supplementary budget for energy assistance and grants for energy-intensive companies.

This shows that we are there for Berlin's entrepreneurs, stepping up even in times of crisis. Together with various associations and Investitionsbank Berlin, we are continuously working on ideas and concepts to position Berlin even better as a business and innovation hub in international competition.

One flagship is our start-up ecosystem. For many years, Berlin has been the top destination for start-ups, talent and investment. Every second euro invested in German start-ups goes to Berlin. The city was able to attract EUR 4.9bn in investment capital from around the world last year, the second best result in its history. With the new Berlin Start-up Agenda, we will continue to improve the framework conditions. Our focus is on increased recruitment of skilled workers, promoting sustainability and diversity, and deepening cooperation between start-ups, SMEs and academia.

The year 2022 was marked by several crises and in 2023 we will also have to cope with the related challenges. At the same time, we are turning the transformation requirements from digitalisation, demographic change and the need for decarbonisation into resilient structures. To achieve this, we have developed funding instruments that specifically support these processes and will accelerate transformation.

The new 2023/2024 Business Support Guide offers you an excellent insight into the priorities of our economic and innovation policy, it provides important information on how to delve into the funding instruments listed in detail, and lists contact options for qualified contact persons at the many contact offices in Berlin. Take advantage of this offer, it's worth it!

A handwritten signature in blue ink, appearing to read "S. Schwarz". The signature is fluid and cursive.

## Foreword

As far as Covid-19 is concerned, Berlin and the world can finally breathe a sigh of relief and look forward to better times – and yet the Russian war of aggression against Ukraine presents us with new challenges. Since February 2022, the lives of many people have changed, and this has also impacted the lives of many living in our city. Despite these new challenging times, it is also a year of normalisation – despite the crisis, the considerable innovative strength of Berlin's economy is set on solid ground, lending business has recovered and Berlin is still the top metropolis in Germany for business start-ups and investments in start-ups. Almost every second euro invested went to the federal capital.

When it comes to support for business in the capital city, this Business Development Guide has for many years been a competent companion not only for start-ups, but also for existing companies. Every year, the Guide is updated in collaboration with the Senate Department for Economics, Energy and Public Enterprises, the commercial banks operating in Berlin as well as other organisations who bear responsibility for Berlin as a business location. It has now become an indispensable compendium on all aspects of support and financing for start-up and business projects.

The level of innovation by companies in Berlin has remained high even beyond the numerous aid programmes launched by the federal and federal-state governments during the Covid19 pandemic and the current energy crisis. This showed that Berlin's economy is more resilient to the energy crisis, record inflation and subdued consumption. Our "Berlin Investment BONUS" programme continues to be in high demand and, with its sustainable orientation, is primarily aimed at companies that were forced to postpone future investments during the pandemic and would like to pick up there as soon as possible. The programme can reward investment measures that are particularly sustainable with increased funding (sustainability bonus). Specific questions about this programme will be answered online in our weekly workshops every Thursday – free of charge, of course.

The social economy has played an important role in our funding portfolio since 2018. Our "Innovation assistant", which is now called "Berlin innovation specialist", offers companies the opportunity to build up know-how with qualified university graduates. In addition to the successful "ProFIT" technology programme, Berlin-based companies from this sector can also take advantage of the coaching services that have been available since 2021 under the "Coaching BONUS" programme to build up in-house expertise. We also have the "Start-up BONUS" and "Transfer BONUS" products specially designed for SMEs and founders from the social economy.

It goes without saying that IBB will be pleased to assist you in all matters related to financing for founders and companies. Experience has shown that advice is a highly sought after particularly during start-up projects. So don't hesitate to contact our advisors. I would like to wish you good luck and every success in all your business endeavours.



**Dr. Hinrich Holm**  
Chairman of the Board of  
Investitionsbank Berlin

A handwritten signature in blue ink, appearing to read "Hinrich Holm", with a long horizontal flourish extending to the right.

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 This programme is co-financed by the EU.

 Particularly suitable for start-ups, company successions and young companies

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 This programme is co-financed by the EU.

 Particularly suitable for start-ups, company successions and young companies



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# Hints and tips on how to use this Business Support Guide

The Business Support Guide is primarily designed to point the way for you. It gives you comprehensive information about the business subsidy programmes in the Federal State of Berlin and the programmes on offer nationwide which can also be used in Berlin.

## FIRST ORIENTATION AND A QUICK OVERVIEW

On page 12, you will find first points of contact for:

- General consultancy services in matters related to business start-up, start-ups within the scope of successions, growth, consolidation, innovation and rehabilitation
- Special consultancy services
  - for start-ups
  - for guarantees
  - for companies
  - for technology-orientated companies
  - for female founders and entrepreneurs

Whilst this introduction contains addresses for quick and simple initial contacts, the chapter on "Consultancy and in-house training" provides detailed information about the institutions listed in this document as well as further advisory services. The range of support and assistance programmes on offer is broken down into chapters which reflect the different contents. The [overview pages 13 to 18](#) present the most important criteria of all the offerings and provide an overview as to whether these can apply to your company and your project.

The editorial team of the Business Support Guide is determined to present the information in an easy-to-understand form. The Business Support Guide hence presents a concise overview of the services related to the respective offerings. Whether the programme is suitable for you and your products, which combinations and alternatives are available to you, and whether you are eligible for special variants should be clarified in personal talks. This is a vital aspect! The Business Support Guide shows you the relevant points of contact for every programme. Staff there will be delighted to assist you. The appendix provides you with more information and explanations:

- Important technical terms are explained in the [glossary](#) (refer to page 144 and following),
- the list of [addresses](#) contains many points of contact (refer to pages 146 and following) for your issues and
- the register contains an [alphabetic list](#) of key words and programme titles (refer to pages 156 and following).


Despite careful annual revisions of the Business Support Guide, the editors cannot rule out changes in support guidelines and programmes during the period of this Business Support Guide. Please note that this Business Support Guide does not claim to be exhaustive nor is the information published here legally binding. Please visit the relevant websites where you will find the guidelines in their latest applicable versions, you can download applications and find additional information.

## PLEASE NOTE THE FOLLOWING

**Your application must be received prior to commencing your project.**

Early planning and acceptance of consultancy offers improve your application's prospects for success. In most cases, your application must be submitted prior to commencing your project. Retroactive subsidising is not possible. Furthermore, subsidy funds for the individual programmes are limited and may be exhausted before the programme year is out.

## EU SUBSIDY PROGRAMMES IN BERLIN

Numerous business development and support programmes in the Federal Land of Berlin are co-financed by the European Union under the European Structural Funds (ERDF, ESF). To make it easier for you to find your way around, these programmes are marked in the table of contents and in the overview tables with a  and with the [EU flag on the programme pages](#) (see also page 142). If you have any questions specifically related to programmes that are directly managed by the European Commission, please contact the Enterprise Europe Network at [Berlin Partner für Wirtschaft und Technologie GmbH](#) (address on page 152). This is also where you can find information concerning EU support for innovative projects and technology transfer.

## BUSINESS SUPPORT AND PROMOTION PROGRAMMES OF THE FEDERAL GOVERNMENT

The 2023/2024 Business Support Guide provides an overview of business support and promotion programmes as well as financial assistance measures which can be relevant for enterprises from all sectors in Berlin. Furthermore, the Federal Ministry for Economic Affairs and Climate Action (BMWK) and the Federal Ministry of Education and Research (BMBF) as well as the European Union offer a host of business financing and promotion programmes specifically for developments, for example, in the export sector or technology-orientated industries. It is not possible to include all these programmes in this Business Support Guide. For an overview as well as detailed information concerning financial assistance by the federal government, federal-state governments and the European Union, please refer to the Internet offering of the Federal Ministry for Economic Affairs and Climate Action at [www.foerderdatenbank.de](http://www.foerderdatenbank.de).

## FOR YOUR COPY IN GERMAN, PLEASE CONTACT

Free printed copies of the Business Support Guide in German are available from:

**Investitionsbank Berlin**

Bundesallee 210, 10719 Berlin

Tel. +49 (0) 30 / 2125-0

[foerderfibel@ibb.de](mailto:foerderfibel@ibb.de)

<https://www.ibb.de/en/global/searchresult-page.html?searchterm=Business+Support+Guide>



The Business Support Guide is also available in PDF format (abbreviation for Portable Document Format) in German or English. You can read this digital Business Support Guide using suitable software for PDF files, e.g. Acrobat Reader from Adobe.

To access all the functions of this interactive PDF file, simply go to [www.ibb.de/foerderfibel](http://www.ibb.de/foerderfibel) and download the Business Support Guide to your device (computer, laptop, tablet or smart phone) or to a cloud.

## FUNCTIONS AFTER DOWNLOADING

The interactive PDF file features a host of practical features:

### Bookmarks:

Bookmarks are displayed on the left on the “Bookmark” tab. Each bookmark refers to a page or text passage in the PDF file stored on your device or in the cloud.

### Internal links:

Internal links, also called cross references, will take you from one position in the PDF file to another. If you come across the term “de-minimis” while reading about a support programme and would like to know what it means, then click the word and you will be taken to the explanation in the glossary. When you have finished reading, you can return to the programme page by clicking the circle in the navigation bar with the arrow pointing left. If the navigation bar does not show an arrow pointing left, you can call up the “Page navigation” via “Display” in the Adobe Acrobat Reader menu. The arrow pointing left can be seen there. Internal links in this Business Support Guide are underlined in blue.

### External links:

External links, also called hyperlinks, will take you to websites or online documents. If, for instance, you wish to download an application form, click the mouse to get to the Internet page containing the required form. External links (Internet addresses as well as terms linked to websites) are shown in **blue letters** in this Guide.

### Notes:

You can attach your own notes to the PDF file downloaded. If, for instance, when preparing for a consultancy appointment, you make a note of your questions in the PDF file you will not have to take any printouts with you to the meeting. All you have to do is open the PDF on your smart phone and type the answers you receive on the page where you need information or where you had questions. You can then look at your notes on a large screen and edit them or even make your PDF file available to others.

### Page transitions:

When you read the PDF file in full screen mode, you can swipe to turn the page.

The other functions available to you when using the interactive PDF file depend on your software. The related details can be found in the information about the software, e.g. in the Help section.

# Initial points of contact

## GENERAL ADVISORY AND CONSULTANCY SERVICES

The following institutions will be pleased to assist and accompany you in your project in the Federal State of Berlin - be it a business start-up, a start-up within the scope of succession, growth, consolidation, innovation or a rehabilitation project. [Detailed information](#) about the consultancy services offered by the institutions below as well as further institutions can be found on pages 123 and following.

### Investitionsbank Berlin

Kundenberatung Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de/en](http://www.ibb.de/en)

### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics, Energy and Public Enterprises)  
Martin-Luther-Straße 105, 10825 Berlin  
Tel. +49 (0) 30 / 90 13-0  
[post@senweb.berlin.de](mailto:post@senweb.berlin.de)  
[www.berlin.de/sen/wirtschaft](http://www.berlin.de/sen/wirtschaft)

### IHK Berlin

#### (Chamber of Industry and Commerce)

Service Center  
- Ludwig Erhard Haus - Fasanenstraße 85, 10623 Berlin  
Tel. +49 (0) 30 / 3 15 10-0  
[service@berlin-ihk.de](mailto:service@berlin-ihk.de)  
[www.ihk-berlin.de](http://www.ihk-berlin.de)

### Handwerkskammer Berlin

#### (Chamber of Skilled Crafts and Small Businesses in Berlin)

Blücherstraße 68, 10961 Berlin  
Tel. +49 (0) 30 / 2 59 03-01  
[info@hwk-berlin.de](mailto:info@hwk-berlin.de)  
[www.hwk-berlin.de](http://www.hwk-berlin.de)

### KfW Bankengruppe

Palmengartenstraße 5-9, 60325 Frankfurt  
Tel. +49 (0) 69 / 74 31-0  
[www.kfw.de](http://www.kfw.de) <https://www.kfw.de/kfw.de-2.html>

For information and advice related to financing offered by KfW, call 08 00 / 5 39-90 01 (free of charge for calls from Germany) or send an e-mail to [info@kfw.de](mailto:info@kfw.de).

## BUSINESS START-UPS

The Business Support Guide contains extensive information for your start-up project. The Internet portal of the Berlin Founder Network is another helpful source of information. Internet: [www.gruenden-in-berlin.de](http://www.gruenden-in-berlin.de)  
<https://www.gruenden-in-berlin.de/?L=1>

## GUARANTEES

BürgschaftsBank Berlin provides guarantees for profitable and promising projects as long as the companies and freelancers in question can provide sufficient collateral themselves to secure financing. [Detailed information](#) can be found on page 128.

### BürgschaftsBank Berlin

Franklinstraße 6, 10587 Berlin  
Tel. +49 (0) 30 / 31 10 04-0  
[info@buergschaftsbank.berlin](mailto:info@buergschaftsbank.berlin)  
<https://be.ermoeglicher.de>

## SUPPORT FOR BUSINESS AND TECHNOLOGY

Berlin Partner offers business and technology funding for companies, investors and scientific institutes in Berlin. With tailored services and an excellent network with the world of science, the many experts working here have created an optimum offering that allows them to successfully accompany innovation, relocation, expansion and site-securing projects. [Detailed information](#) can be found on pages 128 and 129.

### Berlin Partner für Wirtschaft und Technologie GmbH

Ludwig Erhard Haus - Fasanenstraße 85, 10623 Berlin  
Tel. +49 (0) 30 / 4 63 02-2 22  
[info@berlin-partner.de](mailto:info@berlin-partner.de)  
[www.berlin-partner.de/en](http://www.berlin-partner.de/en) or  
[www.businesslocationcenter.de/en/](http://www.businesslocationcenter.de/en/)

The following IBB institution can also provide support for technology-orientated companies and start-up projects. [Detailed information](#) can be found on page 127.

### IBB Business Team GmbH

Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-0  
[info@ibb-business-team.de](mailto:info@ibb-business-team.de)  
[www.ibb-business-team.de](http://www.ibb-business-team.de)

## FEMALE FOUNDERS AND ENTREPRENEURS

Berlin's Senate Department for Science, Health, Care and Equality will be pleased to assist in all matters related to support and consultancy offers specifically for women. [www.berlin.de/sen/frauen/arbeit/selbststaendigkeit](http://www.berlin.de/sen/frauen/arbeit/selbststaendigkeit)

[Detailed information](#) and other offers can be found on page 133.

### Initial point of contact for women starting up or about to start up in business

Gründerinnenzentrale e. V.  
Navigation in die Selbstständigkeit  
Anklamer Straße 39/40, 10115 Berlin  
Tel. +49 (0) 30 / 44 02 23-45  
[info@gruenderinnenzentrale.de](mailto:info@gruenderinnenzentrale.de)  
[gruenderinnenzentrale.de/en/](http://gruenderinnenzentrale.de/en/)

## Overview Tables

The tables below provide an overview of the support, financing and consultancy offers which are presented in this Business Support Guide:

- ↳ [Business start-ups](#) (see page 14)
- ↳ [Investment and working capital](#) (see page 15)
- ↳ [Technology, research and development](#) (see page 16)
- ↳ [Subsidies within the scope of Labour market policy](#) (see page 17)
- ↳ [Consultancy and in-house training](#) (see page 18)

First find the right target group for you. Are you about to start up in business? Offers which are relevant for you are marked with the letter **G** in the table of contents and on the programme pages. This letter is also used in the overview tables in the fifth column (from the left). These programmes are compiled in the “Business start-ups” table for a first overview. Please note that certain programmes are exclusively available to applicants prior to starting up in business whilst other programmes can be helpful for small, young companies during the first two to three years of establishment, or also during company takeovers. Since certain programmes are also available for both existing companies and start-ups, you will find the letter **G** also in other tables.

Are you searching for support programmes for your existing company? The blue dots in the sixth column mark those offerings which are relevant for you. Programmes available solely to so-called small and medium-sized enterprises (SMEs) according to the EU’s definition (see page 144) are marked with a blue dot in the seventh column. Offers with a blue dot in the fourth column are not subject to any restrictions.

The tables present the key features of the programmes. The page number in the first column (from the left) guides you to detailed information about the respective programme page. Please always check the detailed information on the programme pages first in order to find out whether an offer is suitable for your company’s specific situation.

There is no overview table for the chapter titled “[Support programmes: commercial property and space, founder and innovation centres](#)”. You can find the programmes on pages 136 to 140. The [centre for women starting up in business](#) can be found on page 139. In the same manner as for the support programmes, contact details and Internet addresses are shown where you more in-depth information can be found.

# BUSINESS START-UPS

PAGE	PROGRAMME	EU	WHO				FOR WHAT			WHAT			HOW MUCH	MISC.	
			Financed / co-financed All, without restriction	Founders	Existing Companies	SMEs only	Investment	Operating equipment	Wage costs	Loans	Grant	Participations		Guarantee	Combination possible
20	Berlin Start	EU	G										EUR 5,000 to EUR 1,5m		
21	Businessplan-Wettbewerb Berlin-Brandenburg (BPW)		G										Seminars, workshops, consulting and feedback free of charge; prize money of more than EUR 50,000		
22	Coachingleistungen in der Vorgründungsphase		G										Orientation meeting, four day assessment, up to 30 coaching hours, participation free of charge		
23	ERP-Gründerkredit - StartGeld	EU	G										EUR 125,000 max.		
24	ERP-Kapital für Gründung		G										45% max. (Old Federal Laender) 50% max. (New Federal Laender and Berlin)		
25	Förderung innovativer Gründungen - Berliner Startup Stipendium	EU	G										100% (50% ESF funds, 50% Federal State of Berlin)		
26	GründungsBONUS		G										Earmarked grant for 50% of the total costs eligible for support, EUR 50,000 max.		
27	Gründungszuschuss		G										Equal at least to the unemployment pay I received last		
28	KMU-Fonds Mikrokredite bis 25 TEUR	EU	G										Typically up to EUR 25,000 or EUR 50,000 for knowledge-intensive/innovative companies		
29	Meistergründungsprämie	EU	G										Basic subsidy: EUR 10,000 Job creation bonus: EUR 6,000 / EUR 7,500		

INVESTMENT AND WORKING CAPITAL

PAGE	PROGRAMME	EU	WHO				FOR WHAT			WHAT			HOW MUCH	MISC.	
			Financed / co-financed	All, without restriction	Founders	Existing Companies	SMEs only	Investment	Operating equipment	Wage costs	Loans	Grant		Participations	Guarantee
32	Abbiegeassistent Berlin				•	•	•				•		Up to EUR 1.500 per turning assistant system, 20 systems max. per applicant person or company		
33	Agrar-Bürgschaft	EU		G		•	•						70% max., guarantee of EUR 750,000 max.	•	
34	BBB-Express!					•	•	•					Guarantee of EUR 175,000 max., 70% max.	•	•
35	BBBsocial			G	•		•	•					80% max.	•	•
36	BBBwelcome			G	•		•	•					80% max.	•	•
37	BENE - Nachhaltigkeitsprogramm	EU	•				•				•		30-80% for investment projects	•	•
38	Berliner InvestitionsBONUS					•	•				•		Up to 35% depending on the aid rule applied for and the sustainability of the investments		
39	Berlin Kapital	EU				•	•	•	•			•	EUR 5m max.	•	
40	Beteiligungen der MBG			G		•	•	•	•			•	Typically up to EUR 1.5m	•	•
41	Bürgschaften für Investitions- und Betriebsmittelkredite		•	G	•		•	•				•	80% max.	•	•
42	Bundesförderung für effiziente Gebäude (BEG)		•				•				•	•	Project-dependent	•	
43	Bundesförderung für Energie- und Ressourceneffizienz in der Wirtschaft		•				•				•	•	EUR 25m max. per project		•
44	ERP-Beteiligungsprogramm			G	•		•	•	•	•			Up to EUR 2.5m	•	
45	ERP-Förderkredit KMU			G		•	•	•		•			EUR 25m max.	•	•
46	Film- und New-Media-Förderung			G	•		•	•	•	•			Project-dependent	•	
47	Filmproduktion: Zwischenfinanzierung				•		•	•	•			•	Project-dependent, minimum sum typically EUR 100,000 (guaranteed credits and loans)	•	
48	Gemeinschaftsaufgabe (GRW)			G	•		•	•		•			Depending on the subsidy region and company size	•	•
49	GründachPLUS		•				•				•		Project-dependent grant for green roofs and façades	•	•
50	IBB-Wachstumsprogramm				•		•	•		•			At least EUR 500,000, typically up to EUR 15m	•	
51	Impact VC Fonds für Social Entrepreneurs	EU		G		•	•	•	•			•	First investment up to EUR 1m	•	
52	INVEST - Zuschuss für Wagniskapital			G		•	•				•		Max. grant of EUR 750,000 per year and per company; between EUR 2,500 and EUR 50,000 for each investment by an individual	•	•
54	KapitalPLUS					•	•	•	•			•	EUR 1,5m max.	•	•
55	KfW-Energieeffizienzprogramm - Produktionsanlagen/-prozesse		•				•				•		EUR 25m max. per project	•	•
56	KfW-Förderkredit großer Mittelstand				•		•	•					EUR 25m max.	•	•
57	KfW-Programm Erneuerbare Energien		•				•				•		Standard variant: EUR 50m max.		•
58	KfW-Umweltprogramm		•	G			•				•		EUR 25m max.	•	•
59	KMU-Fonds Gründung & Wachstum	EU		G		•	•	•		•			Up to EUR 10m max.; amount without applicant's bank EUR 250,000	•	•
60	Kongressfonds Berlin	EU	•					•					EUR 99,950 max.		•
61	Liquiditätshilfen BERLIN					•	•				•		Typically up to EUR 1m max.		
62	Mein Mikrokredit	EU		G		•	•	•	•				Between EUR 1,000 to EUR 25,000 max. for female founders and entrepreneurs		•
63	Mikromezzaninfonds Deutschland	EU		G		•	•	•				•	EUR 10,000 to EUR 150,000	•	•
64	Programm für Internationalisierung	EU													
64	• KMU-Projekte - Pfi-KMU					•	•				•		Up to 50%		•
65	• Gemeinschaftsprojekte - Pfi-GEM	EU					•				•		Up to 100%		
66	• Netzwerkbildung Pfi-NETZ	EU					•	•			•		Up to 80%		
67	SolarPLUS		•								•		Project-dependent	•	•
68	VC Fonds Kreativwirtschaft Berlin III	EU		G		•	•	•	•			•	First-time investment of up to EUR 1m max.	•	
69	Wirtschaftsnahe Elektromobilität					•	•	•			•		Project-dependent	•	•

# TECHNOLOGY, RESEARCH AND DEVELOPMENT

PAGE	PROGRAMME	EU	WHO				FOR WHAT			WHAT			HOW MUCH	MISC.	
			Financed / co-financed All, without restriction	Founders	Existing Companies	SMEs only	Investment	Operating equipment	Wage costs	Loans	Grant	Participations		Guarantee	Combination possible
72	Berlin Innovativ	EU	G	•		•	•	•	•				Up to EUR 2m	•	•
73	Design Transfer Bonus					•				•			Grant of EUR 15,000 max. per project in the standard variant	•	•
75	Digitalprämie Berlin					•				•			Max. grant of EUR 17,000 as partial financing; no more than 50% of eligible costs	•	•
76	EIC Accelerator im Horizont Europa	EU	G	•	•		•	•		•	•		Grants of between EUR 0,5m and EUR 2,5m for up to 70% of eligible project costs Investment of between EUR 0,5m and EUR 15m	•	
77	ERP-Digitalisierungs- und Innovationskredit	EU	G	•	•	•	•	•	•				EUR 25m max.	•	
78	ERP-Mezzanine für Innovation			•		•	•	•	•				EUR 5m max.	•	•
79	EXIST-Forschungstransfer	EU	G	•		•	•	•		•			Depending on support phase and project		•
80	EXIST-Gründerstipendium	EU	G				•	•		•			Project-dependent	•	
81	Horizont Europa	EU	G	•						•			Project-dependent: 70-100% of refundable costs as well as a flat sum of 25% of direct for indirect costs (overheads)		
83	INNO-KOM/ Innovationskompetenz			•		•	•	•		•			Market-orientated projects: EUR 400,000 max., for preparatory research projects: EUR 550,000 max., as an investment allowance: EUR 500,000 max.		
84	KMU-innovativ		G	•				•		•			Project-dependent		
85	Pro FIT-Frühphasenfinanzierung		G	•	•	•	•	•	•	•			Up to 100% of the costs eligible for financing; grant and interest free loan for early phase 1 (each 50%, EUR 200,000 max.); low interest loan for early phase 2; total support for both phases: EUR 500,000 max.	•	
87	Pro FIT-Projektfinanzierung	EU	•	G			•	•	•	•			Financing of EUR 400,000 max. per project or in the case of group projects, for each partner; loans of up to 1m max.	•	•
89	Programm Berliner Innovationsfachkräfte				•			•		•			Personnel cost grant up to EUR 20,000 for 12 months; funding is provided for two positions max. at the same time		•
90	ProNTI		G	•		•	•			•			Depending on the respective project phase EUR 60,000 to EUR 120,000 per project; in the case of projects extending over two phase: EUR 140,000 max. per project	•	•
91	ProValid						•	•		•			EUR 140,000 per research project	•	
92	Service für Technologietransfer, Innovationsmanagement und Cross-Innovation	EU	G	•									Complimentary service		
93	Transfer BONUS		G	•						•			First-time variant: EUR 7,500 max.; standard variant: EUR 15,000 max./ EUR 45,000 max. (digitisation)		•
94	VC Fonds Technologie Berlin III	EU	G	•	•	•	•				•		First-time investment of up to 1m max.	•	
95	WIPANO - Förderung von Patentierung und Verwertung		G	•						•			50% grant (EUR 16,600 max.) for focus on companies-patents		
96	Zentrales Innovationsprogramm Mittelstand (ZIM)			•						•			Depending on the project format as well as on the type and size of the co-operating companies and research institutions		•



## SUBSIDIES WITHIN THE SCOPE OF LABOUR-MARKET POLICY

PAGE	PROGRAMME	EU	WHO					FOR WHAT			WHAT			HOW MUCH	MISC.	
			Financed / co-financed	All, without restriction	Founders	Existing Companies	SMEs only	Investment	Operating equipment	Wage costs	Loans	Grant	Participations		Guarantee	Combination possible
100	AFBG/Berufliches „Aufstiegs-BAföG“										•	•		Contribution of up to EUR 15,000 max., of which 50% as a grant (irrespective of income and assets); for full-time measures: contribution to living costs as a 100% grant (irrespective of income and assets)		
102	Arbeits- und Ausbildungsplätze für Schwerbehinderte		•				•					•		EUR 25,000 max.		
103	Ausbildungszuschuss		•						•		•			Integrated training: EUR 7,500 max.; support for training in marginal occupations: EUR 12 per vocational school day; disadvantaged young people: EUR 10,000 max.; women: EUR 7,500 max.; single parents: EUR 7,500 max.; trainees from bankrupt/shutdown companies: EUR 5,000, refugees: up to EUR 5,000		
104	Eingliederungszuschuss nach den § 88 ff. SGB III		•						•		•			Depending on the individual case: 50% max. for no more than 12 months; higher support possible in certain cases		
105	Einstiegsqualifizierung § 54a SGB III				•				•		•			Contribution to practical training remuneration plus flat social contribution payment		
106	Förderung von Langzeitarbeitslosen nach § 161/e SGB II		•						•		•			Depending on how long the person hired was unemployed		
107	Landesprogramm Mentoring				•									For companies: free mentoring for their trainees	•	
108	Landeszuschuss für kleine und mittlere Unternehmen					•			•		•			EUR 15,000 max. per person	•	•
109	WEITER.BILDUNG!		•						•		•			Depending on the size of the company and other conditions, up to 100% of professional development costs and wages		

# CONSULTANCY AND IN-HOUSE TRAINING

PAGE	PROGRAMME	EU	WHO				FOR WHAT			WHAT			HOW MUCH	MISC.		
		Financed / co-financed	All, without restriction	Founders	Existing Companies	SMEs only	Investment	Operating equipment	Wage costs	Loans	Grant	Participations	Guarantee		Combination possible	De-minimis
112	Beratungsförderung	EU				•					•			Maximum eligible consulting costs of EUR 3,500 EUR; for which a grant of 50 or 80% depending on the location	•	
114	BMWK-Innovationsgutscheine (go-inno)					•					•			Up to 50% of the consultancy services	•	
115	Coaching BONUS			G		•					•			Eligible daily rate for a coach: EUR 1,000 max.; grant amounting to 80% or 50% for companies that have been operating for more than five years; a grant of 100% for the first two days in the case of first-time application for support	•	•
116	ENE0 - Energieberatung für Effizienz und Optimierung		•								•			EUR 2,000 max.	•	•
117	Energieberatung für Nichtwohngebäude, Anlagen und Systeme (EBN)										•			80% of consultancy costs qualifying for support; maximum limit depending on the module		•
118	Fachstelle für Qualifizierungsberatung in kleinen und mittleren Unternehmen					•								Free on-site consultancy at SMEs regarding demand for professional development and qualifications for employees as well as assistance when applying for support		
119	go-digital					•					•			Up to 50%, EUR 16,500 max.	•	•
120	INQA-Coaching	EU				•					•			80% grant for one consulting day, EUR 1,200 net max.		
121	Potenzialberatung					•					•			EUR 16,000 (basic consultancy: EUR 8,000, advanced consultancy: EUR 8,000)		•
122	Zukunftszentrum Berlin	EU		G		•								Consulting formats, learning offers and technology trials, in particular, artificial intelligence (AI)	•	•

# *Business Start-ups*

THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
BUSINESS START-UPS



Important technical terms are explained in the Glossary (refer to page 144 and following).

# Berlin Start



## Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
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Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de/en](http://www.ibb.de/en)



[www.ibb.de/en/foerderprogramme](http://www.ibb.de/en/foerderprogramme)



[youtube.com/c/  
InvestitionsbankBerlinIBB](https://youtube.com/c/InvestitionsbankBerlinIBB)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



Subject to de-minimis rules  
(refer to page 144).



Particularly suitable for  
start-ups, company successions  
and young companies

## AIM

Commercial businesses as well as freelance professionals who have been in business for no more than five years prior to submitting the application.

## WHO

- Founders in the commercial sector (production industry, crafts, trade and other services) as well as freelance professionals who have the required technical and commercial qualifications for the entrepreneurial activity;
- Commercial businesses as well as freelance professionals who have been in business for no more than seven years prior to submitting the application.
- Applicants must be small and medium-sized enterprises (SME, refer to page 144) as defined by the European Commission.
- The place of investment must be in Berlin.

## WHAT

- Low-interest loans are granted in conjunction with an up to 80% guarantee BürgschaftsBank Berlin when:
  - a new company is established,
  - an existing company is taken over,
  - projects carried out up to seven years after establishment (consolidation)Loans granted via the borrower's bank.
- Financing is available for the following:
  - investment costs,
  - costs of initial inventories,
  - acquisition price unless the transaction is made between first-degree relatives,
  - operating equipment.
- The maximum financing share totals 100%.
- The minimum loan sum totals EUR 5,000, the maximum sum EUR 1.5m.
- The term totals between six and ten years with initially up to two redemption-free years and fixed interest over the entire term. After expiration of the redemption-free years, redemption takes place in equal instalments payable four times a year.
- 100% payout.
- Nominal and effective interest rates are fixed by IBB.
- At the time of application, BürgschaftsBank Berlin will charge a handling fee for the guarantee of currently 1.5% of the loan sum applied for - at least EUR 250. Guarantee commission currently totals 1.75% p. a. of the loan sum.
- Non-scheduled redemption is possible.

## HOW

- Applications - including applications for a guarantee from Bürgschafts-Bank Berlin - must be submitted via the applicant's bank.
- Consulting is also possible at IBB.



## Businessplan-Wettbewerb Berlin-Brandenburg (BPW) / Berlin-Brandenburg business plan competition

### AIM

- ↳ The Berlin-Brandenburg business plan competition (BPW) offers founders in Berlin and Brandenburg a wide range of support when it comes to preparing business concepts.
- ↳ Seminars, workshops, consultancy services and feedback are among the core services available free of charge.
- ↳ The best business plans and business model canvas concepts can win prize money of more than EUR 50,000.

### WHO

- ↳ The BPW competition is open to all industries and is designed for anybody with a good idea planning to implement this in Berlin or Brandenburg.

### WHAT

- ↳ All offers and services are free of charge.
- ↳ Participants can join at any time.
  - Start: October of each year
  - End: July of the following year
- ↳ Open to all sectors
- ↳ Prize money totals more than EUR 50,000
- ↳ Develop a business model with the Business Plan or Business Model Canvas
- ↳ More than 130 events related to starting up in business
- ↳ More than 300 consultants and advisors provide support in specific matters.
- ↳ Numerous networking events for developing and expanding existing networks between founders.
- ↳ As a participant, you are under no obligation whatsoever.

### HOW

- ↳ Founders can submit their business concept as a business plan or business model canvas in three competition phases for assessment and in order to receive feedback from the BPW judges as well as useful tips.
- ↳ In each of the three competition phases, one concept will be awarded prize money. In addition, one winning team will receive the public choice award.
- ↳ Online registration and online appointments
- ↳ You decide if you want to sign up for all of the offers available or you can select the specific offers that are relevant for your start-up project.



### Businessplan-Wettbewerb Berlin-Brandenburg (BPW)

Office at Investitionsbank Berlin  
Bundesallee 210, 10719 Berlin  
(Entrance on Regensburger Straße)  
Tel. +49 (0) 30 / 2125-2121  
[info@b-p-w.de](mailto:info@b-p-w.de)  
[www.b-p-w.de/en/](http://www.b-p-w.de/en/)



[www.b-p-w.de/en/register/](http://www.b-p-w.de/en/register/)



Particularly suitable for  
start-ups, company successions  
and young companies



# Coachingleistungen in der Vorgründungsphase / Coaching services during the pre-establishment phase



## **zgs consult GmbH**

Rungestraße 19, 10179 Berlin  
Ms Silke Schmöker-Karges  
Mr Janos Hantschick  
Mr Thomas Neumann  
Tel. +49 (0) 30 / 27 87 33-48  
[voco@zgs-consult.de](mailto:voco@zgs-consult.de)  
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[https://www.zgs-consult.de/  
arbeit/coaching-vor-der-  
gruendung](https://www.zgs-consult.de/arbeit/coaching-vor-der-gruendung)



Exclusively for start-ups  
in the pre-establishment  
phase

## **AIM**

– The aim is to achieve lasting integration of people who are already unemployed or threatened by unemployment in the first labour market by helping them to become self-employed. Support will be given during the development of a market entry strategy in order to minimise the risks of starting out in business.

## **WHO**

– Individuals having their place of residence in Berlin and planning to start up a business on a full-time basis or self-employment – if applicable, in addition to employment.

## **WHAT**

– Support for the establishment of a business as full-time self-employment.  
– Support for the establishment of self-employment in addition to employment.

## **HOW**

– Before submitting an application, people intent on starting out in business should make an appointment for an orientation meeting with zgs consult GmbH. They can then present their start-up project with a view to its business purpose, target customer group and financing aspects.  
– Applicants then attend a four-day assessment.  
– Once they receive a coaching recommendation, coaching of up to 30 hours can be commissioned.  
– Coaching services can only be performed by coaches who are listed with zgs consult GmbH.  
– Coaching services include, above all, the development and implementation of start-up concepts prior to going into business. The topics addressed include:  
• Product development  
• Identification of the customer group  
• Business plan  
• Development of marketing and price strategies  
• Additional skills development for the entrepreneurial personality  
– The same business as the intended start-up may not already be registered with the respective authorities; in the case of freelance activities, tax registration should not already have taken place.



**AIM**

- To finance all forms of start-ups, i.e. establishment or acquisition of a business as well as acquisition of an investment in Germany
- Secondary occupation designed to become a full-time occupation in the medium term
- Consolidation measures within five years after commencing business
- Support for repeated business set-up projects can be granted if no past liabilities exist from earlier self-employed activities.

**WHO**

- Individuals setting up a business or freelance activities or performing consolidation measures in this respect if the project commences within five years after the date of starting up in business
- Individuals acquiring a business as part of a succession scheme
- Small enterprises in the commercial sector (SMEs within the meaning of the EU's definition, see page 144) that have been on the market for less than five years. As a precondition, at least one partner/shareholder must fulfil the application conditions for individuals.

**WHAT**

- Up to 100% of the total debt financing demand, maximum of EUR 125,000 including operating equipment up to a maximum of EUR 50,000
- KfW does not impose any specific guarantee/collateral requirements
- 80% liability exemption for the applicant's bank
- Fixed market rate for the entire term
- Cannot be combined with other KfW and ERP programmes

**HOW**

- Applications must be submitted prior to commencing the project.
- Premature repayment of the loan as a whole or in part possible against payment of a prepayment penalty
- Further applications can be submitted as long as the loan sum of EUR 125,000 is not exhausted.

**KfW Bankengruppe**

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de/kfw.de-2](http://www.kfw.de/kfw.de-2)



Applications must be submitted to KfW via the applicant's bank or via another bank.



[www.kfw.de/067](http://www.kfw.de/067)



Subject to de-minimis rules (refer to page 144).



Particularly suitable for start-ups, company successions and young companies



This financing is made possible by the counter-guarantee provided by COSME and the European Fund for Strategic Investments (EFSI) which was set up in conjunction with the Investment Plan for Europe. The purpose of the EFSI is to provide support for financing and implementing productive investments in the European Union and to secure better access to financing.

# ERP-Kapital für Gründung / ERP capital for start-ups



## KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls  
from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



Applications must be  
submitted to KfW via  
the applicant's bank.

Funding was discontinued  
at the end of 2022 until  
further notice. As soon as  
you can apply for funding  
again, you will find this  
information on the relevant  
funding website.



[www.kfw.de/058](http://www.kfw.de/058)



Investment in business capital  
is subject to de-minimis rules  
(refer to page 144).



Particularly suitable for  
start-ups, company successions  
and young companies

## AIM

- ↳ Low-interest financing of start-ups and projects in Germany for founders, freelance professionals as well as medium-sized enterprises which have been in business for less than three years.
- ↳ The banks transmitting the loans are protected by a guarantee by the German government. Furthermore, the interest rate during the first ten years of the team is subsidised from ERP special funds (see page 144).

## WHO

- ↳ Individuals with a share of at least 10% in the company, who
  - have the necessary professional and commercial qualification
  - who are establishing a business or starting up as freelance professionals as their main professional activity in Germany, or
  - performing consolidation measures in this respect with the relevant project commencing within three years after starting up in business.
- ↳ The company must fulfil the SME criterion within the meaning of the definition by the EU (see page 144).

## WHAT

- ↳ All forms of start-ups, i.e. establishment or acquisition of a business as well as acquisition of an investment
- ↳ Consolidation measures within three years after commencing business
- ↳ ERP capital for start-ups is available for co-financing investments in fixed assets and business capital as well as market development expenditure customary in the respective industry
- ↳ Support for repeated business set-up projects can be granted if no past liabilities exist from earlier self-employed activities
- ↳ ERP capital for start-ups is granted to each applicant up to a maximum loan sum of EUR 500,000.
- ↳ The transmitting bank is released from liability.

## HOW

- ↳ Up to 45% (old Federal Laender) or 50% (new Federal Laender and Berlin), respectively, of the investment sum eligible for support (precondition: Mandatory contribution by the founder: 10% (new Federal Laender and Berlin) or 15% (old Federal Laender), respectively, of the investment sum eligible for support)
- ↳ The term totals 15 years. The loan is to be paid back after seven redemption-free years. The fixed interest rate is reduced in the first ten years using ERP funds.
- ↳ The waiving of security and junior liability warrant the equity nature of these funds.
- ↳ 100% liability release for the transmitting bank
- ↳ This programme can be combined with other subsidy programmes within the scope of the EU's limits for grants.





# Förderung innovativer Gründungen – Berliner Startup Stipendium / Promotion of innovative start-ups - Berlin Start-up Scholarship

## ESF Instrument 5

### AIM

- To support innovative, technology-based start-ups with coaching, qualification and scholarships, especially within the context of information and communication technology, digitalisation and the healthcare sector.

### WHO

- Project sponsors include start-up centres or incubators, for instance, at universities, in research facilities and at companies that focus on R&D.

### WHAT

- Within the scope of the Operational Programme for the European Social Fund (ESF, see page 142) in the 2014 2020/23 programming period, Instrument 5 “Support for innovative start-ups – Berlin Start-up Scholarship” offers specific support for innovative start-ups within the scope of “founder workshops” and similar formats. Instrument 5 will expire at the end of the ESF funding period in 2023.
- This support addresses new skills requirements in conjunction with innovation processes in business, the technological transformation (above all, regarding state-of-the-art information and communication technology or the spread of digitalisation) and ecological goals (e.g. climate protection, energy efficiency and the use of renewable energy) as well as urban society and the healthcare sector (e.g. medicine, rehabilitation).

### HOW

- The founder must have at least developed an initial business plan as well as a prototype or prototype procedure.
- Participants must have their place of residence in the federal state, i.e. in Berlin.
- Participants are selected within the scope of the sponsors’ competition procedure and receive support for their start-up project over a period of six to twelve months.
- A scholarship of up to EUR 2,000 per month is paid for each founder.
- The teams (usually two to four persons) are provided with the necessary infrastructure in the form of workplaces, workshops, laboratories and technical equipment.
- The founders receive the necessary coaching and qualifications.
- The aim is to develop the relevant products and services to market maturity.
- The founders’ skills and expertise are strengthened.
- Place of performance: Berlin



### Europäisches Fördermanagement GmbH (EFG)

Bernburger Straße 27, 10963 Berlin  
Tel. +49 (0) 30 / 31 86 50 65  
[efg@efg-berlin.eu](mailto:efg@efg-berlin.eu)

### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics, Energy and Public Enterprises)  
Mr Mirko Jäkel  
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[www.efg-berlin.eu/?p=1559](http://www.efg-berlin.eu/?p=1559)



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Particularly suitable for start-ups and newly established companies



# GründungsBONUS / Start-upBONUS

Support during the early start-up phase



**IBB Business Team GmbH**

**GründungsBONUS**

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[www.ibb-business-team.de/](http://www.ibb-business-team.de/gruendungsbonus)

[gruendungsbonus](http://www.ibb-business-team.de/gruendungsbonus)



[www.ibb-business-team.de/  
gruendungsbonus/antragstellung-  
rechtliches](http://www.ibb-business-team.de/gruendungsbonus/antragstellung-rechtliches)



[https://ibb-bt.antrags-  
verwaltung.de/login.php](https://ibb-bt.antragsverwaltung.de/login.php)



Subject to de-minimis rules  
(refer to page 144).



Particularly suitable for  
start-ups, company successions  
and young companies

## AIM

Initial start-up financing is provided to support start-ups during the development, implementation and market establishment of innovative products and services.

## WHO

Support is available to founders and micro-enterprises registered in Berlin who, at the time of application, were not in business for more than one year (beginning with the signing of the partnership agreement).

In the case of partnerships and corporations, the founders must hold the majority of the shares in the applicant company and exercise the main management functions at the company.

This programme focuses on start-ups based on technological, digital, creative or particularly sustainable business models even if they do not have a very high degree of technological innovation.

The programme is generally not open to the construction industry, the catering, hotel and retail sectors, with the exception of mail order businesses, as well as areas that are already ruled out under de-minimis rules.

## WHAT

An earmarked grant in the form of partial financing for 50% of the total costs eligible for support, however, limited to a maximum of EUR 50,000

The costs eligible for support must be incurred within two years.

Support is provided to establish companies that are planning to develop, manufacture and introduce applications, products, services, methods or processes that are innovative or not yet established on the market.

Funding is available to cover expenditure, such as material and investment costs, operating expenses, personnel costs (max. of 50% of the total grant), third-party services, measures to secure and protect rights and patent applications.

Funding can only be granted for measures that have not yet commenced at the time the application is submitted.

After receiving support under this programme, the company is required to keep its headquarters and the facility supported up and running in Berlin for at least three years.

After receiving support for a freelance profession, the profession must be pursued for at least three years in Berlin.

## HOW

Applications must be submitted online.

Funding is paid out in a maximum of five tranches.



## Gründungszuschuss / Founder allowance

Founder allowance to promote self-employment pursuant to section 93 of Volume III of the German Social Security Code

### AIM

- Applicants commencing self-employment as their principal professional activity in order to terminate unemployment can receive a founder allowance in order to secure their subsistence and social welfare.

### WHO

- Employees
  - commencing self-employment as their principal professional activity and
  - who at the time of commencing self-employment are still entitled to unemployment benefits I for at least 150 days
- The feasibility of the venture must be demonstrated. Proof of the knowledge and skills required to perform the professional activity must be furnished.
- Proof of the knowledge and skills required to perform the professional activity must be furnished. In order to prove the feasibility of self-employment, a statement by a suitable body must be presented to the job centre (Agentur für Arbeit); such bodies are chambers of industry and commerce, chambers of skilled crafts, professional chambers, professional associations and banks.
- Repeated support is not available if less than 24 months have expired since the termination of a previous support programme for self-employed activities.
- Further support is also excluded if the applicant has reached statutory retirement age.

### WHAT

- An allowance for six months (discretionary benefit) equal to the unemployment benefits last received plus EUR 300 per month
- A sum of EUR 300 per month can be paid for another nine months (discretionary benefit) if the applicant submits suitable documents as proof of his or her business activity.

### HOW

- This may be subject to a prior advisory meeting at the job centre (Agentur für Arbeit, refer to page 146).
- Appointments can be made online or by calling the hotline.
- The application must be submitted in person to the job centre prior to commencing self-employment or before the seminar or programme begins.
- Proof of commencement of self-employment must be furnished, for example, by submitting a business registration document for trading companies, or by submitting confirmation of registration with the tax office for freelance professionals.
- There is no legal obligation to grant investment founder allowance hereunder.
- Prior to starting up in business, applicants may be required to attend a programme designed to verify their eligibility or to prepare them for starting up in business.



The addresses of Berlin's job centres can be found here:  
[www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur](http://www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur)  
 Tel. +49 (0) 8 00 / 4 55 55 00 (toll free)  
[www.arbeitsagentur.de](http://www.arbeitsagentur.de)



[www.arbeitsagentur.de/existenzgruendung-gruendungszuschuss](http://www.arbeitsagentur.de/existenzgruendung-gruendungszuschuss)



[www.arbeitsagentur.de/datei/dok\\_ba015225.pdf](http://www.arbeitsagentur.de/datei/dok_ba015225.pdf)



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# KMU-Fonds Mikrokredite / SME fund - micro-loans

Quick granting of micro loans of between EUR 25,000 and EUR 50,000



## Investitionsbank Berlin

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[www.ibb.de/en/foerderprogramme/mikrokredit-aus-dem-kmu-fonds.html](http://www.ibb.de/en/foerderprogramme/mikrokredit-aus-dem-kmu-fonds.html)



[youtube.com/c/InvestitionsbankBerlinIBB](https://youtube.com/c/InvestitionsbankBerlinIBB)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



Pre-check for the online application  
[www.ibb.de/vorcheck](http://www.ibb.de/vorcheck)  
Online application and document upload  
[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



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## AIM

- Start-up and growth financing in a simplified procedure without customary collateral in the form of micro-loans of up to EUR 25,000 and up to EUR 50,000 in the case of knowledge-intensive, innovative companies.

## WHO

- Start-ups (no more than five years on the market), small and medium-sized commercial enterprises (SMEs, see page 144) and freelancers with a place of business in Berlin, provided they are not active in the agriculture, fisheries, aquaculture, coal, mining, nuclear power and tobacco sectors.

## WHAT

- To finance investment and assets in Berlin for
  - Business start-up and consolidation
  - Business takeover
  - Relocation
  - Expansion
  - New projects and existing orders for existing companies
- Excluded:
  - Re-financing or follow-up financing of projects that have already begun or have been completed
  - Rescue financing

## HOW

- Complete applications must be submitted in writing prior to commencing the project.
- In addition, an oral presentation of the project may be required as part of an interview at IBB.
- Business management know-how is a prerequisite; submission of a business plan is generally not required.
- Additional coaching to accompany the project or financing may be recommended.
- As collateral, partnerships/corporations must submit a directly enforceable guarantee from the relevant partners, and if necessary, also from limited partners in the case of limited partnerships. Other forms of collateral are not required.
- Customary interest rates.
- As a rule, the term is limited to six years, with generally one year redemption free.
- Repayments are typically made on a quarterly basis. Premature repayment is generally not foreseen. In the event of premature repayment of the loan in exceptional cases, a prepayment penalty may be charged.
- This programme can be combined with other support programmes.
- Combining this programme with the Start-up BONUS (see page 26) programme is recommended for innovative, creative or sustainable business models.
- There is no obligation to provide financing.



# Meistergründungsprämie / Start-up bonus for master craftsmen and women

## Meistergründungsprämie für Existenzgründungen

### AIM

- To support business start-ups by craftsmen and women in Berlin.

### WHO

- Master craftsmen and craftswomen in Berlin starting up in business within four years after qualification as a master in their trade or, having received exceptional approval pursuant to sections 7b and 8 of the German Vocational Training Act (HwO, Handwerksordnung), submit proof of their successful qualification as a master craftsman or craftswoman by the date set by the Chamber of Skilled Crafts and Small Businesses.

### WHAT

Two-stage subsidy:

1<sup>st</sup> stage: basic support

- Conditionally repayable financing.
- Once-off grant of EUR 10,000.
- In the case of start-ups by women in a trade sector that is not typical for women, the amount support in the second stage totals EUR 15,000.
- Three years after starting up, proof of ongoing self-employment must be furnished.
- Furthermore, proof must be furnished that no significant income was generated from employed or other self-employed activity.

2<sup>nd</sup> stage: job creation support

- An additional bonus of EUR 6,000 is paid when it can be proven that at least one employee registered under the statutory social insurance scheme (full time or an equivalent number of part-time employees, each with at least 50% of a full-time position) has been hired for a period of at least twelve months.
- Alternatively, a training position can be created and filled for at least twelve months. In this case, a premium of EUR 7,500 is awarded.
- In the event that a training position is created for or filled by a woman in an occupation with few female trainees, financing in the 2<sup>nd</sup> stage totals EUR 10,000.

### HOW

- Applications for basic support must be submitted to the Berlin Chamber of Skilled Crafts which then forwards them to Senatsverwaltung für Wirtschaft, Technologie und Forschung (Senate Department for Economics, Energy and Public Enterprises).
- The application for the job creation bonus can be submitted to the Chamber of Skilled Crafts within three years after starting up in business.
- Combination with other programmes, such as [Berlin Start](#) (refer to page 20), is possible.



### Handwerkskammer Berlin

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Further information at  
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Martin-Luther-Straße 105, 10825 Berlin  
Tel. +49 (0) 30 / 90 13-83 51 / -82 89  
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[www.berlin.de/sen/wirtschaft](http://www.berlin.de/sen/wirtschaft)



[www.hwk-berlin.de/existenzgruendung/foerderung-finanzierung/meistergruendungspraemie](http://www.hwk-berlin.de/existenzgruendung/foerderung-finanzierung/meistergruendungspraemie)



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**BUSINESS START-UPS**  
BUSINESS SUPPORT PROGRAMMES

# *Investment and working capital*

THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
INVESTMENT AND WORKING CAPITAL



Important technical terms are explained in the [Glossary](#) (refer to page 144 and following).

# Abbiegeassistent Berlin / Turning Assistant Berlin



## IBB Business Team GmbH

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[https://www.kba.de/DE/Themen/Typgenehmigung/Informationen\\_TGV/Liste\\_erteilter\\_Typgenehmigungen/liste\\_typgenehmigungen\\_node.html](https://www.kba.de/DE/Themen/Typgenehmigung/Informationen_TGV/Liste_erteilter_Typgenehmigungen/liste_typgenehmigungen_node.html)



[www.ibb-business-team.de/abbiegeassistent-berlin/antragstellung-rechtliches](http://www.ibb-business-team.de/abbiegeassistent-berlin/antragstellung-rechtliches)



<https://ibb-bt-welmo.antragsverwaltung.de/login.php>

## AIM

- The Turning Assistant Berlin programme supports companies operating in Berlin as well as freelancers or non-profit organisations operating HGVs in Berlin to voluntarily retrofit their existing vehicles with turning assistant systems.
- This is designed to reduce accidents caused by HGVs, which often occur during right turns, and to improve overall road safety.

## WHO

- Anyone who owns, keeps, leases or rents HGVs registered in the Federal Republic of Germany for use on public roads is eligible to apply.
- Applicants must primarily use the HGV to be supported in the Federal Land of Berlin in pursuit of commercial, freelance or non-profit activities.

## WHAT

- Funding is available to cover the cost and installation of turning assistant systems approved by the German Federal Motor Transport Authority (Kraftfahrtbundesamt) for commercial vehicles with a permissible total mass of 3.5 tonnes or more.
- Funding is available to cover 80% of eligible expenditure, however, no more than EUR 1,500 per system, including professional installation. For each applicant, a maximum of 20 individual measures are eligible for funding.
- The minimum holding period is 24 months from the date of the respective installation.
- Proper installation must be confirmed by the installation company or in an expert opinion (issued by DEKRA, TÜV, etc.) when funding is paid out.

## HOW

- Applications must be submitted using the online application procedure.
- The project may not have been started before the support decision is issued. The project is already considered to be started as soon as an offer has been accepted or the purchase and installation of the turning assistant system commissioned.
- This programme may not be combined with other support programmes.





## Agrar-Bürgschaft / Agricultural guarantee

### AIM

- ↳ To promote businesses working in farming, aquaculture and fisheries, agriculture and the food industry, renewable energy, rural development and non-commercial horticulture.
- ↳ BürgschaftsBank Berlin issues guarantees to banks for their customers working in the above fields and uses counter-guarantees issued by the European Investment Fund (EIF/COSME).

### WHO

- ↳ Start-ups and companies in Berlin working in the above areas with a workforce of less than 250 and maximum annual sales of EUR 50m or a maximum balance sheet total of EUR 43m ([SME](#), see page 144).

### WHAT

- ↳ Default guarantees for a maximum of 50% to 70% for investment loans and working capital refinanced by Landwirtschaftlichen Rentenbank (Germany's development agency for agribusiness) ([www.rentenbank.de](http://www.rentenbank.de))
- ↳ Maximum guarantee of EUR 750,000 as well as a loan term of up to ten years
- ↳ The costs of the guarantee are calculated on the basis of the loan percentage and the applicant company's creditworthiness.
- ↳ No fee charged for examining the application
- ↳ No debt rescheduling
- ↳ No rescue financing

### HOW

- ↳ Applications are submitted online by the customer's bank.
- ↳ The agricultural guarantee can be combined with other programmes.



#### BürgschaftsBank Berlin

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[www.agrarbuergschaft.de/antrag/online-antrag](http://www.agrarbuergschaft.de/antrag/online-antrag)



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and young companies



This financing is made possible by the counter-guarantee provided by COSME and the European Fund for Strategic Investments (EFSI) which was set up in conjunction with the Investment Plan for Europe. The purpose of the EFSI is to provide support for financing and implementing productive investments in the European Union and to secure better access to financing.

## BBB-Express!



### **BürgschaftsBank Berlin**

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Mr Michael Wowra

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Subject to de-minimis rules

(refer to page 144).

### **AIM**

- ↳ Entrepreneurs have good ideas, but not always the necessary security and collateral. In order to provide the collateral needed to back a loan, BürgschaftsBank Berlin issues guarantees for commercial businesses in Berlin.
- ↳ BBB-Express! features an online application procedure and thereby enables guarantees for secure bank loans to be issued within five working days.

### **WHO**

- ↳ Small and medium-sized enterprises as well as freelance professionals who have been in business for at least three years and whose balance sheet or income statement (not older than 15 months) shows a positive operating result and positive equity.

### **WHAT**

- ↳ Guarantees of up to 70% of investment, working-capital and guaranteed loans, public loans (such as KfW and IBB loans) as well as leasing loans up to a maximum guarantee sum of EUR 175,000. This means that - depending on the collateral needed - loans of between EUR 250,000 (70%) and EUR 350,000 (50%) can be backed.

### **HOW**

- ↳ The application is filed via the bank.
- ↳ By submitting an online application directly to BürgschaftsBank Berlin, the bank can receive a guarantee to back its loan to the company.



**AIM**

- ↳ To promote the social economy in Berlin by facilitating access to financing
- ↳ The guarantee programme is aimed at public interest companies (companies committed to the 17 Sustainable Development Goals (SDGs) of the United Nations 2030 Agenda). Activities aimed at the common good can also focus on specific areas, such as education, health, equality, the environment or the integration of disadvantaged people.

**WHO**

- ↳ Small and medium-sized enterprises (SMEs, see page 144)
- ↳ Non-profit legal forms (e.g. gGmbH, e.V.)
- ↳ Start-ups
- ↳ Start-ups, solo self-employed and freelance professionals
- ↳ With an operating facility/or financing project in Berlin
- ↳ Public companies and housing companies do not qualify.

**WHAT**

- ↳ Guarantees to secure sureties and loans are provided in order to protect the applicant's bank (lender) against the risk of default and to finance
  - equipment, machinery, production lines, vehicle fleet, etc.
  - business acquisitions
  - modernisation, expansion and replacement investments
  - expansions into new markets
- ↳ Re-financing and restructuring financing are excluded.

**HOW**

- ↳ Application forms must be submitted via the applicant's bank.
- ↳ Financing enquiries can be submitted free of charge and without obligation on the financing portal of the guarantee banks.

**BürgerschaftsBank Berlin**

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<https://finanzierungsportal.ermoeglicher.de>



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# BBBwelcome



## **BürgschaftsBank Berlin**

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<https://finanzierungsportal.ermoeglicher.de>



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
company successions  
and young companies

## **AIM**

- ↳ To promote the integration of refugees and non-EU nationals
- ↳ To facilitate access to finance for entrepreneurial ventures by refugees and non-EU nationals

## **WHO**

- ↳ Solo self-employed
- ↳ Freelance professionals
- ↳ Small and medium-sized enterprises (SMEs, see page 144) in which refugees or non-EU nationals are the main shareholders
- ↳ With an operating facility/or financing project in Berlin
- ↳ Housing companies do not qualify.

## **WHAT**

- ↳ Guarantees to secure sureties and loans are provided in order to protect the applicant's bank (lender) against the risk of default and to finance:
  - equipment, machinery, production lines, vehicle fleet, etc.
  - business acquisitions
  - modernisation, expansion and replacement investments
  - expansions into new markets
- ↳ Re-financing and restructuring financing are excluded.

## **HOW**

- ↳ Application forms must be submitted via the applicant's bank.
- ↳ Financing enquiries can be submitted free of charge and without obligation on the financing portal of the guarantee banks.



## BENE – Berliner Programm für Nachhaltige Entwicklung / BENE - Berlin's programme for sustainable development

### AIM

- ↳ Berlin's programme for sustainable development provides funding for innovative measures, projects and initiatives that help to achieve a climate-neutral, environmentally friendly Berlin.
- ↳ In order to boost competitive strength, companies are supported in their efforts to reduce carbon emissions on a lasting basis and to invest in the introduction of climate protection measures as well as environmental and energy management systems.
- ↳ The BENE programme is managed by the Senate Department for the Environment, Mobility, Consumer and Climate Protection and is co-financed by the European Regional Development Fund (ERDF, see page 142).
- ↳ The funding period for BENE I ends in December 2023. The BENE II follow-up programme for the 2021 to 2027 funding period has started.

### WHO

- ↳ Legally independent companies of any size with a site or operating facility in Berlin

### WHAT

- ↳ Funding for climate relevant investments, e.g. for:
  - Building refurbishment
  - Energy-related optimisation of production processes
  - Replacement/optimisation of lighting, cooling/air-conditioning systems, pumps, drives, motors
  - Introduction of cogeneration
  - Use of renewable energy to generate heat using geothermal energy, biomass and solar energy
- ↳ Funding for the first-time introduction of an environmental and energy management system, such as DIN EN ISO 50001, DIN EN ISO 14001 or EMAS

### HOW

- ↳ Applications are submitted in a two-phase procedure.
- ↳ Please first submit a project outline to project sponsor B.&S.U. mbH.
- ↳ Following successful examination, you will be requested to submit your application.
- ↳ The contents and economic efficiency of the project determine the level of funding which is examined in each individual case.
- ↳ The BENE share in investment projects can total between 30% and 80% max. and in the case of management systems 80% max. or EUR 75,000, respectively.
- ↳ There is no obligation to provide funding.



#### B.&S.U. Beratungs- und Service-Gesellschaft Umwelt mbH

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[www.berlin.de/bene](http://www.berlin.de/bene)



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(refer to page 144).



# Berliner InvestitionsBONUS / Berlin InvestmentBONUS



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[www.ibb-business-team.de/berliner-investitionsbonus](http://www.ibb-business-team.de/berliner-investitionsbonus)



The guideline for the Berlin Investment BONUS is currently being revised. Please check the website for any changes in conditions.



<https://tourismushub.visitberlin.de/#/tourismushub/thHome!3!392!869>



[www.ibb-business-team.de/berliner-investitionsbonus](http://www.ibb-business-team.de/berliner-investitionsbonus)



<https://ibb-bt-berliner-investitionsbonus.antragsverwaltung.de/login.php>



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## AIM

- ↳ The Berlin Investment Bonus (BIB) is designed to create incentives for necessary future investments despite the challenges posed by Covid-19 and thus to create and/or secure jobs.

## WHO

- ↳ Commercial and freelance small and medium-sized enterprises (SMEs, see page 138) with their place of business in Berlin wishing to invest there
- ↳ Generally excluded from this support are all companies that are eligible for funding under common task “improvement of regional economic structure” (GRW, see page 48) and certain sectors (for instance, doctors and tax consultants), as well as public enterprises and companies in difficulty (companies in difficulty, see page 145).

## WHAT

- ↳ Earmarked grant as partial financing to cover up to 35% of eligible investments (30% max. in basic funding + a 5% sustainability bonus)
- ↳ The funding rate depends on the selected grant rule (de-minimis aid or GBER).
- ↳ Funding is provided for the acquisition of mobile assets included in the investment project and generally also capitalised acquisition costs of certain intangible assets and, if applicable, software-as-a-service services (SaaS services).
- ↳ Not included are, for instance, costs for motor vehicles, aircraft, rail vehicles, ships and investments for replacement purposes as well as costs for the production or acquisition of immovable assets (land, real estate, etc.)
- ↳ The investment project must be carried out within two years.

## HOW

- ↳ Applications must be submitted online to IBB Business Team GmbH using before the investment project starts.
- ↳ As a rule, payment is made after the project has been completed; if necessary, partial calls may be made in the meantime.



## Berlin Kapital / Berlin capital

### AIM

- Mezzanine capital is granted in order to improve the capital structure of small and medium-sized enterprises (SMEs, see page 144).
- The mezzanine character (see page 145) is designed to improve the company's credit rating and to make it easier to borrow money in order to finance growth and innovation.

### WHO

- Eligible applicants are small and medium-sized enterprises who have the legal form of a corporation (e.g. GmbH [private limited company], AG [public limited company] or GmbH & Co. KG [private limited company with a limited partner]) with their place of business or a facility in Berlin.
- Young companies that are already successfully active in the market and have already reached break-even
- The companies should have sufficient debt service capabilities or value increase potential and should be profitable in the long-term. Projects must be located in Berlin in order to be eligible.
- Restructuring cases and firms in difficulty (refer to page 145) as specified by the European Union and firms in the shipbuilding, coal and steel industries are excluded from financing.

### WHAT

- Mezzanine and outside capital-type funds are made available in the form of silent participations and junior loans of up to EUR 5m.
- Financing is available for defined projects within the scope of a business start-up or company expansion project or to strengthen a company's
- The cost of transferring ownership rights to companies can be financed as long as such transfer takes place between two independent contract partners.
- Silent participations and junior loans are subject to subordination and thereby develop equity character.
- A 50% co-financing share by further partners (applicant's bank, equity fund, etc.) is usually required for your project.
- In the case of financing of up to EUR 1m, co-financing by an investment company is required.
- Terms of up to ten years are possible.

### HOW

- Applications under this programme for funds from SME fund for start-ups and growth (see page 59) are submitted as information applications to IBB either in writing or online. A plausible business plan along with the documents shown in the checklist on the programme page must also be enclosed.



#### Investitionsbank Berlin

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[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de/en](http://www.ibb.de/en)



[www.ibb.de/berlinkapital](http://www.ibb.de/berlinkapital)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



# Beteiligungen der MBG / Investment by MBG

Investment by Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH (MBG)



## Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH

Berlin Office  
Franklinstraße 6, 10587 Berlin  
Mr Michael Wowra  
Tel. +49 (0) 30 / 31 10 04-21  
[berlin@mbg-bb.de](mailto:berlin@mbg-bb.de)  
[www.mbg-bb.de](http://www.mbg-bb.de)



[www.mbg-bb.de/beteiligungskapital](http://www.mbg-bb.de/beteiligungskapital)



[www.mbg-bb.de/anfrage](http://www.mbg-bb.de/anfrage)



Subject to de-minimis rules  
(refer to page 144).



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company successions  
and young companies

## AIM

- The purpose of the investment is to create or to secure a lasting and competitive existence by way of expanding the equity basis and can be used in the following areas:
  - co-operation
  - innovation
  - establishment, expansion, reorganisation or fundamental streamlining of businesses
  - business start-ups
  - estate settlements
  - resigning of partners or shareholders (in exceptional cases)
- Pro-rata co-financing is available for inventories, start-up costs and market development measures.
- Debt re-scheduling, re-financing or rescue projects are not eligible for investment.

## WHO

- Business start-ups as well as small and medium-sized enterprises in Berlin and Brandenburg (SME, see page 144)

## WHAT

- Open and silent investment
- The investment sum typically totals up to EUR 1.25m.
- The investment fee depends on the applicant's rating and comprises a fixed fee and a profit-related component.
- A once-off administration fee of 1% is payable on application, as well as a liability fund contribution of another 1% on payout.

## HOW

- Investment applications must be supported by a description of the investment concept.
- The project may not already be completed.
- Investment can be combined with other programmes.





## Bürgschaften für Investitions- und Betriebsmittelkredite / Guarantees for investment and working-capital loans

### AIM

- Collateral for guarantees and loans to the extent to which no sufficient customary collateral can be furnished by the borrower

### WHO

- Commercial enterprises or freelancers with an operating facility in Berlin
- Founders in Berlin planning to establish a business or to work as freelance professionals
- Individuals using the guaranteed loan to invest in a shareholding in a business in which they are currently working, or will work in future, in an executive function (business takeover/MBO).

### WHAT

- Guarantees to secure sureties and loans are provided in order to protect the applicant's bank (lender) against the risk of default:
  - to finance initial investments,
  - to finance investments in line with operational requirements,
  - to provide temporary funds to finance current business activities, as well as
  - to buy shares in the company.

### HOW

- Application forms must be submitted via the applicant's bank.
- Applications must be supported by full, relevant documentation concerning the project/concept and shareholders/management (including proposed collateral).
- Applications must be submitted prior to commencing the project.
- Depending on the loan required, applicants must choose between the following options or procedures and contact partners:
  - Up to EUR 2m from BürgschaftsBank Berlin for a maximum of 80% of a loan or
  - from EUR 2m to EUR 20m from the Federal State of Berlin via Investitionsbank Berlin, typically for 70% of a surety or loan.
  - In the case of guarantees of more than EUR 20m involving both the Federal Government and the federal states, the contact partner for these guarantees is the auditing firm of PricewaterhouseCoopers GmbH (PwC) (special restrictions).



#### BürgschaftsBank Berlin

Franklinstraße 6, 10587 Berlin  
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Tel. +49 (0) 30 / 31 10 04-21  
[info@buergschaftsbank.berlin](mailto:info@buergschaftsbank.berlin)  
<https://be.ermoeglicher.de>

#### Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de/en](http://www.ibb.de/en)

#### PricewaterhouseCoopers GmbH

Kapelle-Ufer 4, 10117 Berlin  
Mr Bernd Papenstein, Mr Peter Koch  
Tel. +49 (0) 30 / 26 36-12 02  
[bernd.papenstein@de.pwc.com](mailto:bernd.papenstein@de.pwc.com)  
[koch.peter@de.pwc.com](mailto:koch.peter@de.pwc.com)  
[www.pwc.de/en](http://www.pwc.de/en)

Questions regarding guarantees  
**Senatsverwaltung für Wirtschaft,  
Energie und Betriebe**  
(Senate Department for Economics,  
Energy and Public Enterprises)  
Martin-Luther-Straße 105, 10825 Berlin  
Mr Dr Michael Knieß  
Tel. +49 (0) 30 / 90 13-83 67



[www.buergschaftsbank.berlin/  
dokumente.html](http://www.buergschaftsbank.berlin/dokumente.html)  
and  
[www.ibb.de/de/foerderprogramme/  
landesbuergschaften.html](http://www.ibb.de/de/foerderprogramme/landesbuergschaften.html)



[www.buergschaftsbank.berlin](http://www.buergschaftsbank.berlin)  
and  
[https://finanzierungportal.  
ermoeglicher.de](https://finanzierungportal.ermoeglicher.de)



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company successions  
and young companies



# Bundesförderung für effiziente Gebäude (BEG) / Federal Government funding for efficient buildings (BEG)

## Energy-efficient refurbishment of non-residential buildings



### KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge calls from  
Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



The “Climate-friendly new construction – non-residential buildings” programme was introduced on 1 March 2023 to promote the construction and purchase of new non-residential buildings.

For more information, go to:  
[www.kfw.de/299](http://www.kfw.de/299)



Loan for refurbishment  
[www.kfw.de/263](http://www.kfw.de/263)

Grant for individual measures  
[www.bafa.de/DE/Energie/  
Effiziente\\_Gebaeude/effiziente\\_  
gebaeude\\_node.html](http://www.bafa.de/DE/Energie/Effiziente_Gebaeude/effiziente_gebaeude_node.html)

### AIM

- To promote the energy-efficient refurbishment of non-residential buildings in Germany in order to improve energy efficiency, including specialist energy planning and construction support

### WHO

- Private individuals and sole proprietors
- Freelance professionals
- German and foreign companies in the commercial industries with a private majority shareholding
- Municipal companies
- Non-profit organisations and clerical organisations
- Commercial banks, cooperative banks and savings banks
- Companies performing energy-related services in non-residential buildings for third parties within the scope of a contracting agreement

### WHAT

- Promotional loan to cover the cost of energy-efficient refurbishment of a non-residential building to meet energy-efficient building requirements 40, 55 and 70, and listed building status. This also includes the costs of environmental measures that are eligible for funding.
- Precondition: The building permit or notice of construction for the building must date back at least five years at the time of application.
- Loan amount: The calculation is based on an amount of EUR 2,000 per square metre of net floor area, up to a total of EUR 10m for each project that achieves a new efficiency building level.
- Repayment allowance of between 5% and 25%
- Additional funding possible, for instance, for construction supervision by energy efficiency experts and sustainability certification
- The interest rate is set by your own bank (risk-based interest system).
- Loans must be secured with customary collateral.

### HOW

- Applications must be submitted to KfW via your bank before commencing the project.
- This programme can be combined with other public support programmes.
- For single measures, it is not possible to combine a KfW loan and a grant by the Federal Office of Economics and Export Control (BAFA) for the same measure.



## Bundesförderung für Energie- und Ressourceneffizienz in der Wirtschaft / Federal Government funding for energy and resource efficiency in the business sector

### Minimising costs with highly efficient technologies

#### AIM

- ▬ Financing will be provided for measures that significantly increase electricity or heat efficiency and thus help to reduce energy consumption – from highly efficient standard components to complex system solutions:
  - Module 1 - Cross-sectional technologies
  - Module 2 - Process heat from renewable energies
  - Module 3 - Measurement and control technology, sensor technology and energy management software
  - Module 4 - Energy and resource-related optimisation of plants and processes
  - Module 5 - Support for transformation concepts

#### WHO

- ▬ Domestic and foreign commercial companies and contractors
- ▬ Municipal companies
- ▬ Freelance professionals
- ▬ Farmers (eligible for support in module 2 only and always subject to Art. 41 of the [General Block Exemption Regulation \(GBER\)](#))
- ▬ Non-profit applicants, provided they are economically active with a location in Germany

#### WHAT

- ▬ Conditions:
  - Promotional loan with a term of up to 20 years and an initial redemption-free period of three years
  - Fixed-interest period of up to ten years
  - Payout of 100%
  - Redemption grant for up to 40% in modules 1 and 3, up to 55% in module 2 and up to 50% in module 4
  - The investment must be at least three years in operation.
  - Alternatively, the Federal Ministry for Economic Affairs and Climate Action provides a pure investment allowance. Submit your application to the Federal Office of Economics and Export Control (BAFA).
- ▬ Scope:
  - Up to 100% of the investment costs eligible for support
  - Up to EUR 25m max. per project

#### HOW

- ▬ Submit your application to KfW via your bank before commencing the project.
- ▬ Recommendation: Obtain an energy consultation before planning your energy efficiency measures.



#### KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



Applications must be submitted to KfW via the applicant's bank. Applications for pure investment grants should be submitted to BAFA [www.bafa.de/DE/Energie/energie\\_node](http://www.bafa.de/DE/Energie/energie_node)

The funding conditions for this programme are due to change. For more information, go to: [www.kfw.de/295](http://www.kfw.de/295).



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# ERP-Beteiligungsprogramm / ERP investment programme

Tapping new capital and refinancing at favourable rates



## KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls  
from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



Investors: The investment company submits the application to KfW via the applicant's bank.

Investees: Applications must be submitted to a private capital investment company.



[www.kfw.de/100](http://www.kfw.de/100)



Suitable for start-ups, company successions and young companies

## AIM

- ↳ To expand the equity basis of small and medium-sized enterprises by providing capital through capital investment companies.
- ↳ The capital investment companies receive refinancing loans for this purpose under the [ERP](#) investment programme (see page 144).

## WHO

- ↳ Investors: private equity investment firms in Germany
- ↳ Investees: small and medium-sized enterprises (SMEs, see page 144) in the commercial sector with a place of business in Germany and group sales of up to EUR 50m or up to EUR 75m in exceptional cases

## WHAT

- ↳ Refinancing loan for the capital invested for
  - Innovation projects such as development and marketing of new products
  - Structural change conversions
  - Establishment, expansion, fundamental rationalisation or conversion of holdings
  - Business start-ups
  - Investment in a business succession
- ↳ Precondition: Guarantee from a guarantee bank
- ↳ Maximum amount: typically EUR 1.25m, in exceptional cases up to EUR 2.5m
- ↳ Repeated ERP-subsidised investment is permitted on condition that the maximum sum is not exceeded.
- ↳ The investment may not exceed your existing equity capital.
- ↳ Term of the refinancing loan: up to ten years
- ↳ Any form of investment is permitted (exception: exclusion at loss in the event of settlement or insolvency).
- ↳ The fee can be freely agreed upon.

## HOW

- ↳ Applications must be submitted prior to commencing the project.
- ↳ This programme can be combined with other support programmes.
- ↳ Up to 100% of the sum invested.



## ERP-Förderkredit KMU / ERP promotional loan for SMEs

Financing or restarting small and medium-sized enterprises

### AIM

- Low-interest financing for start-ups, succession and projects in Germany and abroad

### WHO

- Small and medium-sized enterprises ([SMEs](#), see page 144) with a workforce of less than 250 and annual sales of EUR 50m max. or a balance sheet sum EUR 43m max.
- Sole proprietors and freelancers
- Founders and successors, also as secondary occupation

### WHAT

- Support is available for everything that is necessary for an entrepreneurial activity.
  - Acquisitions (investments), for instance, plant and machinery, land and buildings, construction costs, furnishings, company vehicles, furnishings and equipment, intangible investments such as licences and patents, software
  - Current costs (working capital), for instance, cash and cash equivalents, personnel costs, rents, marketing costs consulting costs
  - Material and goods warehouse
  - Business start-up, succession and investment
- Financing is provided to cover up to 100% of the costs eligible for funding.
- Loan of up to EUR 25m per project
- The interest rate is set by your own bank (risk-based interest system).
- Minimum term: two years

### HOW

- Please submit your application to KfW via your bank before commencing the project.
- This support can be combined with other support programmes within the scope of the relevant EU aid ceilings as long as this does not lead to over-financing. The aid cumulation provisions must be observed.



#### KfW Bankengruppe

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[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



[www.kfw.de/365](http://www.kfw.de/365)

With liability exemption  
[www.kfw.de/366](http://www.kfw.de/366)



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(refer to page 144).



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and young companies



# Film- und New-Media-Förderung / Film and new media promotion

Film and new media promotion in the Berlin-Brandenburg region



## Medienboard Berlin- Brandenburg GmbH

August-Bebel-Straße 28  
14482 Potsdam-Babelsberg  
[info@medienboard.de](mailto:info@medienboard.de)  
[www.medienboard.de](http://www.medienboard.de)

### Head of film promotion

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### Head of new media promotion

Mr Helge Jürgens  
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### Head of film promotion

Mr Daniel Saltzwedel  
Tel. +49 (0) 3 31 / 7 43 87-80  
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### Head of new media promotion

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Tel. +49 (0) 3 31 / 7 43 87-83  
[a.vielhaber@medienboard.de](mailto:a.vielhaber@medienboard.de)

### Head of the Berlin Brandenburg Film Commission (BBFC)

Ms Christiane Krone-Raab  
Tel. +49 (0) 3 31 / 7 43 87-31  
[c.krone-raab@medienboard.de](mailto:c.krone-raab@medienboard.de)

### Head of Creative Europe Desk Berlin-Brandenburg

Ms Susanne Schmitt  
Tel. +49 (0) 3 31 / 7 43 87-51  
[s.schmitt@ced-bb.eu](mailto:s.schmitt@ced-bb.eu)



[www.bbfc.de](http://www.bbfc.de) and  
[www.creative-europe-  
desk.de/media.php](http://www.creative-europe-desk.de/media.php)



[www.youtube.com/channel/  
UCQIL9QG\\_tyKkwGMHU9ldwzA](https://www.youtube.com/channel/UCQIL9QG_tyKkwGMHU9ldwzA)



[www.medienboard.de/fileadmin/  
user\\_upload/pdf/Richtlinien-  
Merkblaetter/MEDIENBOARD\\_  
Foerderrichtlinie\\_2021\\_neu2.pdf](http://www.medienboard.de/fileadmin/user_upload/pdf/Richtlinien-Merkblaetter/MEDIENBOARD_Foerderrichtlinie_2021_neu2.pdf)



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and young companies

## AIM

- Medienboard Berlin-Brandenburg GmbH is the point of contact and competence and consulting centre for the region's film and media industry. Besides its activities in the fields of monetary support, location marketing and structural promotion, the services of the Medienboard initiatives, such as the Berlin Brandenburg Film Commission (BBFC) and Creative Europe Desk Berlin-Brandenburg, are helping to modernise the media region.
- To strengthen the media region from an artistic, economic and technical perspective.
- To present and represent the media region in Germany and abroad

## WHO

- Producers and developers from the Berlin-Brandenburg region

## WHAT

- Film promotion supports the following:
  - development and production, distribution and sales of feature films, TV films,
  - cinemas,
  - high-end drama series, as well as
  - Digital film production (VFX)
- New media promotion supports the following:
  - games,
  - innovative audiovisual content, for instance, virtual and augmented reality projects or multi-platform content, as well as
  - serial formats (fiction, factual and entertainment).
- Support categories: Script, idea and project development, support for productions and young talent, distribution and/or sale and other projects (such as presentations, events, professionalisation measures, etc.)
- Funding is provided in the form of a loan repayable on the basis of success, in some cases also as a grant

## HOW

- Applications must be submitted to Medienboard Berlin-Brandenburg GmbH before the project and/or measure begins.
- Applicants for production subsidies for films must usually furnish a distribution agreement.
- This programme can be combined with other support.
- There is no obligation to provide support.
- Applicants should usually bear 50% of the German share of financing. In the case of cross-border or difficult audio-visual productions, the applicant's share can be reduced.
- Medienboard Berlin-Brandenburg GmbH decides on the amount of support to be granted.
- At least the funds granted by Medienboard must be used in Berlin-Brandenburg (regional effect).



## Filmproduktion: Zwischenfinanzierung / Film production: Bridge financing

### Promoting Berlin-Brandenburg as a media location

#### AIM

- ↳ To strengthen the Berlin-Brandenburg media location

#### WHO

- ↳ Production companies based in Brandenburg and Berlin or German production companies (also as part of an international co-production venture) performing a large part of their service production in the Berlin-Brandenburg media region.

#### WHAT

- ↳ Project-related loans and guarantees are made available for bridge financing of film and television productions.
- ↳ The prerequisite is closed end financing.
- ↳ The minimum amount for guarantees and loans should total at least EUR 100,000.
- ↳ The terms and conditions are determined on the basis of the assessment of the specific risk.

#### HOW

- ↳ Informal applications can be submitted to Investitionsbank Berlin (IBB) or Investitionsbank des Landes Brandenburg (ILB).
- ↳ Medienboard Berlin-Brandenburg GmbH forwards the applications to the investment banks. Applications are checked and processed by ILB.
- ↳ Documentation concerning the company and the project must be additionally submitted with information typically requested by banks.



#### Investitionsbank des Landes Brandenburg

Babelsberger Straße 21  
14473 Potsdam  
Tel. +49 (0) 3 31 / 6 60-16 02  
[medien@ilb.de](mailto:medien@ilb.de)  
[www.ilb.de](http://www.ilb.de)

#### Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[zwifilm@ibb.de](mailto:zwifilm@ibb.de)  
[www.ibb.de](http://www.ibb.de)

#### Medienboard Berlin- Brandenburg GmbH

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[info@medienboard.de](mailto:info@medienboard.de)  
[www.medienboard.de](http://www.medienboard.de)



[www.ibb.de/filmproduktion](http://www.ibb.de/filmproduktion)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



# Gemeinschaftsaufgabe Verbesserung der regionalen Wirtschaftsstruktur (GRW) / GRW programme to 'improve regional business structures'

Investment grant for companies and start-ups



## Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de](http://www.ibb.de)



[www.ibb.de/grw](http://www.ibb.de/grw)



[youtube.com/c/  
InvestitionsbankBerlinIBB](https://youtube.com/c/InvestitionsbankBerlinIBB)



[www.businesslocationcenter.de/  
foerdergebietskarte](http://www.businesslocationcenter.de/foerdergebietskarte)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
company successions  
and young companies

## AIM

- ↳ To create and secure permanent jobs through grants for investment in the commercial sector

## WHO

- ↳ Start-ups and companies in the commercial industries unless otherwise non-eligible for support for particular industries/branches.
- ↳ Support is generally not provided for investments in relocations from Brandenburg to Berlin.

## WHAT

- ↳ Investments are eligible for funding if they are expected to have significant regional economic effects based on the investment volume or the number of permanent jobs created. As a rule, the following criteria and conditions apply.
- ↳ Proportionate grant for investments in fixed assets with an investment volume of at least EUR 10,000 and a maximum investment period of 36 months
  - In the case of small and medium-sized enterprises (SMEs, see page 144) for:
    - Investment in new assets
    - Investment in expansion projects
    - Diversification of the production portfolio (products not yet manufactured there)
    - Fundamental change in the entire production process
    - Acquisition of assets of a facility under certain conditions
  - In the case of large companies for:
    - Investment in new assets
    - Diversification of the activity at a facility under certain conditions (new activity)
    - Acquisition of assets of a facility under certain conditions and further on condition that another activity is being pursued at the facility
- ↳ The investment sum, related to one year, must exceed the average depreciation accrued over the past three years - disregarding special depreciation and amortisation - by at least 50%, or if, at the time the application is submitted, the number of permanent jobs at the respective facility is increased by at least 10%. These conditions are deemed to be met under certain circumstances.
- ↳ Support rate: 30% max., depending, among other things, on the size of the company, location of the facility and the amount of other subsidies
- ↳ The Berlin support region map provides information on which gross support rates are granted in which support region.
- ↳ In addition, other special projects are eligible for funding on a case-by-case basis. The provisions result from the coordination framework from 2023.

## HOW

- ↳ Applications must be submitted to IBB before the project starts.
- ↳ We urgently recommend that applicants contact IBB well in advance.
- ↳ There is no legal entitlement to an investment grant under this programme. The same is applicable to the support rate.





## GründachPLUS / Green Roof PLUS

### AIM

- This programme provides funding to expand roof and façade greening projects in Berlin.
- This should open up new potential for the creation of recreational areas and habitats for animals and plants and limit negative climate impacts throughout the city.

### WHO

- Applications can be submitted by owners and other parties entitled to dispose of existing buildings in densely populated urban areas in Berlin (such as hereditary building owners, initiative groups, interest groups, associations, meeting places, retirement homes, etc.).

### WHAT

- Support is available for the first-time installation of green roofs on residential, office and commercial buildings as well as on roofs of garages if at least 100 sqm of vegetation area is created.
- Funding is available for façades with at least 50 sqm of ground greening or 10 sqm of wall greening.
- Non-redeemable partial financing is granted once per building in the form of project funding.

The support programme is divided into two support tiers:

- **Grant for regular roof and façade greening**
  - Roof greening: EUR 90 max. per sqm
  - Fall protection for professional maintenance: EUR 5 max. per sqm of eligible space
  - Biodiversity green roofs: additional EUR 5 max. per sqm
  - Combination of green and solar roof: additional costs for layer build-up and substrate laying: EUR 10 max. per sqm
  - Façade greening: 50% of the eligible costs and 75% of consulting and planning costs, EUR 15,000 max.
  - Combination of roof and façade greening: no more than 60% of the production costs for façade greening and 85% of the consulting and planning costs, EUR 34,000 max.
- **Grant for Green Roof Lab**
  - Green Roof Lab support is available for particularly innovative, experimental, participatory or common-good-focused green roof concepts.
  - Roofs and façade greening: no more than 100% of the eligible costs, to be decided by a funding committee
  - Extensive fall protection: no more than 30% of construction costs and no more than 100% of planning and consulting costs; EUR 40,000 max., to be decided by a funding committee

### HOW

- Applications are submitted in two stages and in paper form.
- Applicants are at liberty to start planning the project at their own risk after IBB Business Team GmbH has confirmed receipt of the preliminary application.
- This programme can be combined with other business development programmes. However, it is not possible to combine this programme with SolarPLUS (see page 67).



### IBB Business Team GmbH GründachPLUS

Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-2366  
[gruendachplus@ibb-business-team.de](mailto:gruendachplus@ibb-business-team.de)  
[www.ibb-business-team.de/gruendachplus](http://www.ibb-business-team.de/gruendachplus)



Free advice on green roofs and rainwater management:

[www.regenwasseragentur.berlin](http://www.regenwasseragentur.berlin)

Postcode query to identify support area:

[www.ibb-business-team.de/gruendachplus/regulaere-foerderung/#c951](http://www.ibb-business-team.de/gruendachplus/regulaere-foerderung/#c951)



[www.ibb-business-team.de/gruendachplus/antragstellung-rechtliches](http://www.ibb-business-team.de/gruendachplus/antragstellung-rechtliches)



Subject to de-minimis rules (refer to page 144).



# IBB-Wachstumsprogramm / IBB growth programme

Co-operation loan for medium-sized companies



## Investitionsbank Berlin

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Wirtschaftsförderung  
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Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de/en](http://www.ibb.de/en)



[www.ibb.de/wachstumsprogramm](http://www.ibb.de/wachstumsprogramm)  
and  
[www.ibb.de/de/ueber-uns/  
nachhaltigkeit/nachhaltigkeit.html](http://www.ibb.de/de/ueber-uns/nachhaltigkeit/nachhaltigkeit.html)



[www.ibb.de/downloads](http://www.ibb.de/downloads)

## AIM

- To finance investment in the growth of commercial and industrial enterprises with a commercial bank (consortium leader) in order to strengthen Berlin as a business location

## WHO

- Applications can be submitted by companies from the commercial and industrial sector with a private majority shareholding and a facility or registered office in Berlin. The company should usually have been established three years prior to the date of submitting the application.
- The project to be financed must be carried out in or by the Berlin-based operating facility.

## WHAT

- Co-financing of investments in fixed assets requiring the medium and long-term provision of funds as well as financing of investment in operating equipment in this context
- Re-financing and follow-up financing of existing loans
- Base financing for operating equipment with a fixed term
- Pre-financing of receivables, inventories or orders
- Rescue financing is not eligible. The exclusion criteria of the IBB Group's sustainability guidelines apply.
- Redemption loans, guaranteed loans and, in the case of loans for operating equipment, fixed loans with an IBB share of EUR 500,000 up to typically EUR 15m, or up to EUR 5m in the case of loans for operating equipment
- IBB finances a maximum of 50% of the total volume.
- The loan is paid out in full (100%) and subject to market rates as agreed to with the applicant's bank.
- Typical term of up to ten years. The loan is redeemed in equal instalments. Premature repayment in part or in full is generally not foreseen. Final details are subject to agreement with the applicant's bank.
- The loan must be secured with the customary collateral to be agreed to with the applicant's bank.
- Market rates/fees as agreed to with the applicant's bank

## HOW

- Following examination of the specific case, the loan is granted jointly by the applicant's bank and IBB.



# Impact VC Fonds für Social Entrepreneurs / Impact VC fund for social entrepreneurs

Investment capital for Berlin-based social enterprises

## AIM

- ↳ IBB Ventures provides venture capital to start-ups with social and/or environmental added value in order to strengthen their equity base.
- ↳ Primarily financing for the development and launch of innovative, scalable products or services to achieve fast company growth.

## WHO

- ↳ Companies that fulfil the following investment criteria:
  - Technological innovations or innovative business models with social or environmental added value
  - High potential for scaling and increasing value
  - The business contributes to the UN Sustainable Development Goals, which include health, education, environmental protection, sustainable consumption, inclusion and equal opportunities.
  - The social and/or environmental added value must be apparent and it must be possible to plan and measure this using target values based on suitable parameters.
  - Founder and management teams with high levels of personal and professional competence
  - Companies that are still in the early phase; financing for growth is only possible in subsequent financing rounds.
  - Good medium-term exit possibility
- ↳ The company should be owned primarily by shareholders who are actively involved, it should have its place of business in Berlin and fulfil the EU's criteria for small and medium-sized enterprises (SMEs, see page 144) and it must be a corporation.
- ↳ The company may not be in difficulty (see page 145 [UiS](#)) as contemplated in the Community guidelines on state aid for rescuing and restructuring companies.

## WHAT

- ↳ Minority shares in equity
- ↳ First investments: typically from EUR 200,000 to EUR 1m; when the capital requirement is much higher, larger first investments are possible.
- ↳ In subsequent financing rounds, the commitment with existing and/or new investors can be increased to up to EUR 3m depending on the capital requirement.

## HOW

- ↳ Applicants should contact IBB Ventures directly.
- ↳ The basis for a first meeting is a brief description or a presentation. Strictly confidential handling is warranted.
- ↳ Participation under Impact VC Fund is generally contingent upon participation by other partners, such as venture capital companies, industrial companies or business angels.



### IBB Ventures

c/o IBB Beteiligungsgesellschaft mbH  
Bundesallee 210, 10719 Berlin  
Tel. +49 (3) 0 / 2125-3201  
[info@ibbventures.de](mailto:info@ibbventures.de)  
[www.ibbventures.de](http://www.ibbventures.de)



<https://www.youtube.com/watch?v=8KZ22qo3lq6w>



Suitable for start-ups,  
company successions  
and young companies



# INVEST - Zuschuss für Wagniskapital / INVEST - Venture capital grant



## Bundesamt für Wirtschaft und Ausführungskontrolle (BAFA)

Referat 411  
Frankfurter Straße 29-35  
65760 Eschborn  
Tel. +49 (0) 61 96 / 9 08-19 64  
[invest@bafa.bund.de](mailto:invest@bafa.bund.de)  
[www.bafa.de](http://www.bafa.de)



[www.bafa.de/invest](http://www.bafa.de/invest)  
and  
[www.bmwi.de/Navigation/EN](http://www.bmwi.de/Navigation/EN)



[www.invest-wagniskapital.de](http://www.invest-wagniskapital.de)



[www.bafa.de/SiteGlobals/Forms/Suche/Infothek/Infothek\\_Sucheinstieg\\_Antraege\\_Formular](http://www.bafa.de/SiteGlobals/Forms/Suche/Infothek/Infothek_Sucheinstieg_Antraege_Formular)



[fms.bafa.de/BafaFrame/upload](https://fms.bafa.de/BafaFrame/upload)



In the case of investment companies, the European Commission's general [de-minimis rules](#) apply (refer to page 144).



Suitable for start-ups, company successions and young companies

## AIM

- To improve financing conditions for young, innovative companies by reducing the risk for private investors (Business Angels) who provide venture capital

## WHO

- Private investors who acquire shares in young, innovative companies
- Support conditions for companies:
  - Small companies, less than seven years in business, fewer than 50 full time equivalents, annual sales or annual balance sheet sum of EUR 10m max
  - Corporation (GmbH, AG) or registered cooperative (e.G.) with its head office in the EEA, with at least one branch or operating facility in Germany
  - The company must operate in an innovative industry or hold a patent (not older than 15 years) directly related to the business purpose, or have received in the past two years public funding for a research/innovation project, or have received in the past two years an innovation prize referred to on the BAFA website, or a brief report issued by an appointed, independent expert and ordered by BAFA confirms innovativeness.
- Support conditions for investors:
  - Individuals who are not affiliated to the company and whose main place of residence is in the European Economic Area (EEA)
  - Shares can be acquired through an investment company (GmbH or UG haftungsbeschränkt [German limited liability companies] with a maximum of ten shareholders (natural persons) and by subscribing to and holding shares as well as asset management and consultancy services as the object of business.
  - The investment must be a first-time investment in the company.
  - No support available for a follow-up investment.
  - Support is available for the acquisition of shares via a convertible loan.
- The shares must participate fully in risks and opportunities.

## WHAT

- Private investors receive a grant amounting to 25% of the purchase price in the case of a direct share purchase or a convertible loan. The grant does not have to be repaid after the three-year minimum holding period.
- Minimum investment amount: EUR 10,000
- If the acquisition of shares is linked to milestones, each individual payment must total at least EUR 10,000.
- The annual allowance that can be approved per investor for the acquisition of shares totals up to EUR 400,000.
- Shares of up to EUR 3m p.a. per company can qualify for support.
- If shares supported by INVEST are sold at a profit after the end of the three-year minimum holding period, the investor can apply for an exit grant and receive 25% of the capital gain as lump sum tax compensation (applies only to natural persons).
- Minimum amount of the capital gain: EUR 2,000
- The exit grant is limited to the sum of the acquisition grant received with the acquisition of the shares sold.

### HOW

- Companies must submit their applications online to BAFA.
- BAFA then issues the company with a certificate of eligibility which boosts the company's chances of obtaining capital.
- The investor also submits the application for the acquisition allowance to BAFA (after the company has submitted its application and before the measure has commenced). Following examination, BAFA issues its decision and pays out the funding after the shares have been purchased and the required proof of investment has been submitted.
- Start-up project: The investor submits the application first. The company can only apply for eligibility after it has been established and entered in the commercial register.
- The application for an exit grant must be submitted online to BAFA at the latest three months after the sale.





## **BürgschaftsBank Berlin**

Franklinstraße 6, 10587 Berlin  
[info@buergschaftsbank.berlin](mailto:info@buergschaftsbank.berlin)  
<https://be.ermoeglicher.de>

## **Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH**

Berlin Office  
Franklinstraße 6, 10587 Berlin  
Mr Michael Wowra  
Tel. +49 (0) 30 / 31 10 04-21  
[berlin@mbg-bb.de](mailto:berlin@mbg-bb.de)  
[www.mbg-bb.de](http://www.mbg-bb.de)



[www.mbg-bb.de/  
beteiligungskapital](http://www.mbg-bb.de/beteiligungskapital)



[www.mbg-bb.de/anfrage](http://www.mbg-bb.de/anfrage)



Subject to de-minimis rules  
(refer to page 144).

### **AIM**

- To finance projects in the form of a variable combination of guaranteed loans and investment from a single source. A guarantee serves to secure financing, whilst the dormant partnership strengthens the equity base. This generates positive effects for the company's balance sheet, credit-worthiness and rating, as well as an improved position in negotiations with the company's bank.

### **WHO**

- The company must be an SME (see page 144) according to the EU's definition, i.e., less than 250 employees, maximum annual sales of EUR 50m or a maximum annual balance-sheet sum of EUR 43m.

### **WHAT**

- In addition to an indemnity bond issued by BürgschaftsBank Berlin in favour of a bank, Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH provides investment designed to strengthen a company's equity.
- Any financing demand for projects of SMEs in Berlin
- Precondition: a future-orientated project and a sound concept

### **HOW**

- Applications should be submitted either to BürgschaftsBank Berlin or Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH.



## KfW-Energieeffizienzprogramm - Produktionsanlagen/-prozesse / KfW energy efficiency programme - production systems/processes

### Saving operating energy costs

#### AIM

- Financing of energy efficiency measures in conjunction with production systems and processes at commercial companies in Germany and abroad.

#### WHO

- German and foreign, privately owned companies in the commercial industries
- Freelance professionals
- Companies performing energy-related contract services for third parties
- For projects abroad: also subsidiaries of German companies and joint ventures with a significant German participation abroad

#### WHAT

- Investment measures that achieve energy savings of at least 10%.  
Some examples of measures:
  - Machines, systems and process equipment
  - Compressed air, vacuum and suction equipment
  - Electric drives and pumps
  - Process heat and process cooling
  - Heat recovery and utilisation of waste heat for production processes
  - Control and instrumentation systems
  - Information and communication technology
  - CHP systems
- Investment in modernisation that leads to specific energy savings of at least 10% measured on the basis of average consumption over the past three years
- For new investments, specific final energy savings of at least 10% against the industry average must be achieved.
- Maximum amount: typically EUR 25m per project
- Up to 100% of the investment costs eligible for support can be financed.
- The interest rate is set by your own bank (risk-based interest system).
- The loans must be secured with customary collateral.
- Support is subject to subsidy regulations which must be adhered to by KfW and the applicant company.

#### HOW

- Please submit your application to KfW via your bank before commencing the project.
- This programme can be combined with other public funding within the scope of the EU's limits for grants.
- In the case of electricity generation plants (such as photovoltaic, wind turbines, CHP plants), it is not possible to claim KfW support and support under the Renewable Energy Sources Act (EEG) or the Combined Heat and Power Act (KWKG) at the same time for the same eligible costs.



#### KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



[www.kfw.de/292](http://www.kfw.de/292)



Subject to de-minimis rules  
(refer to page 144).



# KfW-Förderkredit großer Mittelstand / KfW promotional loan for large SMEs

Financing large companies or business succession



## KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls  
from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



[www.kfw.de/375](http://www.kfw.de/375)

With liability exemption  
[www.kfw.de/376](http://www.kfw.de/376)



Subject to de-minimis rules  
(refer to page 144).

## AIM

- Low-interest financing for start-ups, succession and projects in Germany and abroad for larger SMEs, sole proprietorships and freelancers

## WHO

- Large medium-sized companies with at least 250 employees and an annual sales of up to EUR 500m
- Successors

## WHAT

- Support is available for everything that is necessary for an entrepreneurial activity:
  - Acquisitions (investments), for instance, plant and machinery, land and buildings, construction costs, furnishings, company vehicles, furnishings and equipment, intangible investments such as licences and patents, software
  - Current costs (working capital), for instance, cash and cash equivalents, personnel costs, rents, marketing costs consulting costs
  - Material and goods warehouse
  - Company succession and participation
- Financing is provided to cover up to 100% of the costs eligible for funding.
- Loan of up to EUR 25m per project
- The interest rate is set by your own bank (risk-based interest system).
- Minimum term: two years

## HOW

- Please submit your application to KfW via your bank before commencing the project.
- This support can be combined with other support programmes within the scope of the relevant EU aid ceilings as long as this does not lead to over-financing. The aid cumulation provisions must be observed.





## KfW-Programm Erneuerbare Energien/ KfW “renewable energies” programme

### Promotional loans for electricity and heat

#### AIM

- ↳ To promote the use of renewable energy for electricity generation, power and heat cogeneration in cogeneration plants, as well as measures to integrate renewable energy into the energy system

#### WHO

- ↳ German and foreign private and public companies – regardless of size
- ↳ Corporations, institutions under public law, municipal special-purpose associations
- ↳ Private individuals and non-profit applicants who feed in at least part of the electricity or heat generated into the grid
- ↳ Co-operatives, foundations, associations
- ↳ Freelance professionals
- ↳ Farmers
- ↳ Projects outside Germany:
  - German private companies and their subsidiaries abroad
  - Joint ventures with a significant German share outside Germany
  - Freelance professionals in Germany

#### WHAT

- ↳ Promotional funds are available for:
  - Construction, expansion and acquisition of renewable energy systems that comply with the 2021 Renewable Energy Sources Act (EEG 2021), including the associated costs for planning, project planning and installation
  - Construction, expansion and acquisition of plants only for heat generation based on renewable energies
  - Heating/cooling networks and heating/cooling storage systems fed by renewable energies
  - Flexibilisation of electricity demand and supply, digitalisation of the energy transition
  - Contracting projects, modernisations with performance enhancement
- ↳ Standard bank loan with collateral to cover up to 100% of the net investment costs eligible for support
- ↳ Up to EUR 50m per project

#### HOW

- ↳ Submit your application to KfW via your bank before commencing the project.
- ↳ This programme can be combined with other support programmes.



#### KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



#### Standard

[www.kfw.de/270](http://www.kfw.de/270)



The premium variant is subject to de-minimis rules (refer to page 144).



# KfW-Umweltprogramm / KfW environmental programme

Umwelt schützen und Ressourcen schonen



## KfW Bankengruppe

Palmengartenstraße 5-9  
60325 Frankfurt  
Tel. +49 (0) 8 00 / 5 39-90 01  
(free of charge for calls  
from Germany)  
[info@kfw.de](mailto:info@kfw.de)  
[www.kfw.de](http://www.kfw.de)



large and medium-sized  
enterprises  
[www.kfw.de/240](http://www.kfw.de/240)  
small enterprises  
[www.kfw.de/241](http://www.kfw.de/241)



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
company successions  
and young companies

## AIM

– To promote investments in environmental protection and sustainability by commercial enterprises that are mainly privately owned

## WHO

- Companies and sole proprietors in the commercial sector that are mainly privately owned, as well as freelancers
  - with their place of business in Germany
  - with a registered office abroad for subsidiaries, branch offices, operating facilities or branches in Germany
- Companies performing services for third parties within the scope of a contracting agreement
- Projects outside Germany:
  - Commercial enterprises, sole proprietors or freelancers based in Germany
  - Subsidiaries of the aforementioned German companies with their place of business abroad
  - Joint ventures with a significant German share outside Germany

## WHAT

- All investments that help to significantly improve the environmental situation, This includes measures
  - to decarbonise industry
  - to adapt to climate change (for instance, protection against heavy rainfall or heat stress)
  - for nature-orientated design of company premises
  - to use resources in an efficient and cycle-oriented manner
  - to reduce and prevent air pollution and noise
  - to create environmentally friendly mobility in road and rail transport as well as in shipping
  - to protect soil and groundwater
  - to remediate contaminated sites and areas
  - Up to EUR 25m per project
  - Up to 100% of the investment costs eligible for support can be financed.
- The interest rate is set by your own bank (risk-based interest system).
- Term of at least two years
- The loans must be secured with customary collateral.
- Support is subject to subsidy regulations which must be adhered to by KfW and the applicant.
- Particularly low interest rates are available for small enterprises.

## HOW

- Please submit your application to KfW via your bank before commencing the project.
- A loan under the KfW environmental programme can be generally combined with other support instruments (loans or grants/allowances) up to the maximum sums of the relevant EU subsidy limits on condition that the total sum consisting of loans, allowances or grants does not exceed the total expenditure sum.



## KMU-Fonds Gründung & Wachstum / SME fund for start-ups and growth

### Financing for small and medium-sized enterprises (SMEs)

#### AIM

- The SME fund provides long-term financing for investments and related plant and equipment from start-up and growth loans of up to EUR 10m.

#### WHO

- Small and medium-sized enterprises in the commercial sector, freelancers and founders with a place of business in Berlin are eligible to apply, provided they are not active in one of the following sectors: agriculture, fisheries, aquaculture, coal, mining, nuclear power and tobacco.
- The project to be financed must be carried out in Berlin.

#### WHAT

- Co-financing of up to EUR 10m for investments in fixed assets within the scope of company acquisitions, new establishments, relocation, expansion, rationalisation and reinvestment measures as well as in operating equipment in conjunction with such investments
- Financing of working capital for the expansion and/or growth of SMEs (see page 144), for instance, to pre-finance orders and to develop and launch new products
- Also founder and early-phase financing during the first three years up to EUR 250,000
- Debt rescheduling and/or follow-up financing of projects already underway or completed, as well as financing for business rescue projects are ruled out.

#### HOW

- Loans from the SME Fund are granted jointly with the applicant's bank or another private financing party. Applications are sent to and loans granted via the applicant's bank (as syndicate financing or as part of a Berlin loan).
- Loan of up to EUR 10m with the applicant's bank or a private financing party providing at least the same amount
- In the case of loans of up to EUR 250,000 max., applications can be sent directly to Investitionsbank Berlin and loans for financing granted under the SME Fund will be directly granted by Investitionsbank Berlin.
- Funds to finance start-ups are limited to EUR 250,000 and are also available under the Berlin Start programme (see page 20).
- The granting of the loan is contingent upon a sound business concept that aims to achieve sustainable consolidation or improvement of the company's competitiveness and the promise of scheduled interest payments and redemption of the loan.
- An important criterion for granting the loan is sufficient commercial expertise (that can be supplemented through coaching).
- There is no obligation to provide financing.
- The loan must be secured with the customary collateral, if necessary, subject to agreement with the applicant's bank. In the case of partnerships and corporations, the managing shareholders or main investors are expected to furnish absolute guarantees; in the case of limited partnerships, this is required of the limited partners.
- Redemption periods of up to 20 years. Redemption-free periods can be agreed upon.
- Customary interest rates.
- In the event of premature repayment, a prepayment penalty will be charged.
- This programme can be combined with other support programmes.



#### Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de](http://www.ibb.de)



[www.ibb.de/kmu-fonds](http://www.ibb.de/kmu-fonds)

SME fund micro-loans,  
(see page 28)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
company successions  
and young companies



# Kongressfond Berlin / Berlin Congress Fund



For enquiries about the Berlin Congress Fund, contact:

**IBB – Investitionsbank Berlin**  
[kongressfonds@ibb.de](mailto:kongressfonds@ibb.de)

For general information on Berlin as an event destination:

**visitBerlin Berlin Convention Office**  
**Kongressfonds Berlin**  
Am Karlsbad 11, 10785 Berlin  
[convention@visitberlin.de](mailto:convention@visitberlin.de)  
[www.convention.visitberlin.de/kongressfonds-berlin](http://www.convention.visitberlin.de/kongressfonds-berlin)



[www.ibb.de/kongressfonds](http://www.ibb.de/kongressfonds)



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[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



Subject to de-minimis rules (refer to page 144).

## AIM

- The Berlin Congress Fund is an initiative by the Federal State of Berlin to support the conference and convention industry. It aims to help re-start the industry after the pandemic and create momentum to secure events for Berlin and is funded by the European Union until the end of 2023 as part of the response to the COVID-19 pandemic (REACT-EU).
- The Berlin Congress Fund offers organisers an incentive to choose Berlin as an event location and to make bookings for Berlin conference facilities, accommodation and other services in the event sector.
- Furthermore, sustainable event management is to be promoted by providing event organisers who meet certain sustainability criteria with higher funding than others.
- Innovative conference formats are equally supported by the Berlin Congress Fund. For instance, funding is provided for events that take place simultaneously at several venues in Berlin that have been booked for a fee (“decentralised meetings”) subject to certain criteria.

## WHO

- Legal entities under private and public law and partnerships
- Natural persons as registered and unregistered sole proprietorships (for instance, sole traders or self-employed persons)
- With a registered office, a permanent establishment or a branch office in the Federal Republic of Germany
- Organisers of an event

## WHAT

- Funding is available for events in Berlin that are aimed exclusively at a professional audience (congresses, conferences, seminars and training courses):
  - A non-redeemable, earmarked grant in the form of fixed-amount financing for up to EUR 99,950 max. per event
  - Flat rate amount of up to EUR 70 per day per attendee participating in the event
  - Basic funding (EUR 25) and additional funding for hybrid (EUR 10), sustainable (EUR 25) and/or decentralised formats (EUR 10) per attendee per day

## HOW

- Applications must be submitted to IBB before the project commences.
- The time of commencement is considered to be the time when the contract to execute the event is signed.
- The conclusion of a contract with an event agency in order to design, organise and implement an event as well as the conclusion of contracts generating revenue for the organisers are not eligible for funding.
- A separate application must be submitted for each event.
- Applications can be submitted online using IBB’s customer portal, by post or in person.



## Liquiditätshilfen BERLIN / BERLIN liquidity assistance

### AIM

- Support for companies in difficulty (see page 145), also within the scope of insolvency proceedings, who need liquidity and are planning to re-structure. Jobs are to be secured, especially through restructuring.

### WHO

- Small and medium-sized enterprises according to the EU's definition of SMEs (see page 144) with a facility in Berlin and who have completed the start-up phase (three years).
- The following sectors are not eligible for support:
  - Companies in the coal mining and steel industries
  - Companies subject to specific rules for banks
  - Companies in agriculture, forestry and fisheries
  - Companies working in hospitality
  - Retail companies
  - Businesses in the construction and related industries
  - Residential building companies and developers
  - Consumption-orientated service companies (excluding trades) and similar companies.

### WHAT

- Co-financing of non-cash expenditure in conjunction with the restructuring and adaptation of the company to the market.

### HOW

- Rescue and restructuring loans are granted.
- Short to medium-term loans (typically five years) of up to EUR 1m, with up to two years redemption-free
- The interest rate is based on the capital market interest rate.
- Investitionsbank Berlin charges refinancing interest plus a margin.
- Co-financing required

Funds to secure liquidity can only be granted if

- a tenable rescue concept is submitted showing that the company has the ability to achieve lasting returns,
- aspects of labour-market and development policy justify a positive decision,
- other financing parties (e.g. the shareholders or a commercial bank) bear a much higher share in the financing required, and
- non-scheduled repayments of loans with the applicant's bank are not made using funds under this programme.



### Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de](http://www.ibb.de)

Further information:

### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics,  
Energy and Public Enterprises)  
Mr Mario Pflücke  
Tel. +49 (0) 30 / 90 13-84 69



[www.ibb.de/liquiditaetshilfen](http://www.ibb.de/liquiditaetshilfen)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



# Mein Mikrokredit / My micro-loan

## German micro-loan fund



### Mikrofinanzinstitut Goldrausch e. V.

Anklamer Straße 38, 10115 Berlin

Ms Ines Hecker

Tel. +49 (0) 30 / 28 47 88-80

[hecker@goldrausch-ev.de](mailto:hecker@goldrausch-ev.de)

[www.goldrausch-ev.de](http://www.goldrausch-ev.de)

Other micro-financing institutes at

[www.mein-mikrokredit.de](http://www.mein-mikrokredit.de)



The offer by Goldrausch e. V. is available to female founders and entrepreneurs in Berlin.



Suitable for start-ups, company successions and young companies

### AIM

- ‘My micro-loan’ is offered under the German Micro-loan Fund. It is funded by the European Union until the end of 2023 as part of the response to the COVID-19 pandemic (REACT-EU).
- This fund was set up by the Federal Government to provide a nation-wide system for granting micro-loans of up to EUR 250,000 in order to cover the financing needs of small companies who have no access to loan-based financing from banks. Accredited micro-financing institutes establish contacts with and assist borrowers.

### WHO

- Nation-wide: founders as well as small companies
- Offer by the Berlin-based micro-financing institute Goldrausch e. V.: Female founders and entrepreneurs with their place of residence and business in Berlin

### WHAT

- To finance investment and equipment
- Support in the start-up, stabilisation and/or growth phase
- Strengthening general activities
- Implementation of new projects
- Opening up new markets
- Support for new developments

### HOW

- Applicants should present a convincing business idea and should have a tenable business concept.
- As a rule, applicants should not be able to cover their borrowing requirements from their own funds.
- Loans are taken out in small steps, however, a loan must amount to at least EUR 1,000.
- If the first loan is redeemed over six months without any disruptions, another loan can be applied for.
- The loan sum may not exceed EUR 25,000.
- Applications are submitted in person together with a description of the project and financial budgeting.
- Term of six months to four years
- Interest rate of 6.9% plus an upfront fee of EUR 130
- Optional six-month redemption-free period
- Special and premature repayment possible
- Personal support by the micro-financing institute, from application to repayment
- Guarantees from private individuals or from business partners



## Mikromezzaninfonds Deutschland / Micro-mezzanine funds Germany

Investment by Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH (MBG) for small and micro-enterprises from the ERP special funds of the European Social Fund (ESF)

### AIM

- ↳ To strengthen the equity basis
- ↳ To boost the risk-bearing capacity of the company
- ↳ To improve the rating and hence borrowing options and lower interest rates
- ↳ To finance capital investment and working capital (no debt rescheduling, no rescue financing)

### 1/4<sup>1)</sup>

- ↳ Small and young companies as well as start-ups (SMEs, see page 144)
- ↳ Special target groups:
  - Companies who provide vocational training
  - Start-ups by previously unemployed people
  - Companies managed by women or people with a migration background
  - Commercially orientated social and environmental companies

### WHAT

- ↳ Silent partnership by MBG (no voting rights and no control)
- ↳ Investments of EUR 10,000 to EUR 50,000 or up to EUR 150,000 in the case of special eligibility
- ↳ Term: up to ten years
- ↳ Fixed participation fee depending on credit rating totalling between 6.5% and 8% p. a.
- ↳ Variable share in profits of 1.5% p.a.
- ↳ Once-off handling fee of 3.5% of the investment amount
- ↳ No physical collateral

### HOW

- ↳ Investment applications must be supported by a description of the investment concept.
- ↳ Investment can be combined with other programmes.



**Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH**  
 Berlin Office  
 Franklinstraße 6, 10587 Berlin  
 Mr Michael Wowra  
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[berlin@mbg-bb.de](mailto:berlin@mbg-bb.de)  
[www.mbg-bb.de](http://www.mbg-bb.de)



Detailed information at  
[www.mbg-bb.de/beteiligungskapital](http://www.mbg-bb.de/beteiligungskapital)



Application form at  
[www.mbg-bb.de/anfrage](http://www.mbg-bb.de/anfrage)



Subject to de-minimis rules  
 (refer to page 144).



Suitable for start-ups,  
 company successions  
 and young companies



# Programm für Internationalisierung / Internationalisation programme

Programme parts: SME projects, joint projects, networking

## AIM

- To strengthen the international competitiveness of Berlin's business sector and to support, in particular, small and medium-sized enterprises (SMEs, see page 144) in developing new markets abroad.
- To boost growth potential and achieve high employment effects through internationalisation and the initiation of supra-regional and cross-border cooperation.
- Modular support, including trade fair and conference visits abroad, participation in joint trade fair booths and delegation trips, as well as the expansion of international networks with various forms of support
- Each support programme must be applied for separately.

## SME projects (Pfl-KMU)

### WHO

- SMEs in the manufacturing sector, production-related service companies and commercial firms as well as SMEs from the clusters having their registered office and/or a facility in Berlin.

### WHAT

- Support is provided for the following modules:
  - Participation in trade shows, exhibitions, conferences, exchanges, fashion shows and showrooms abroad of a mostly international and professional/technical nature unless such events primarily serve as direct sales events.
  - Grant of up to 50% of the eligible total expenditure, maximum of EUR 12,000 per individual measure and a minimum total expenditure level of EUR 6,000.
  - Support is provided for a maximum of three measures per calendar year.

### HOW

- Applications must be submitted to Investitionsbank Berlin.
- The application form must be submitted to IBB no later than six weeks before the measure begins.
- Measures may not be started, at the applicant's own risk, until IBB has received the application.
- Retroactive support is not permitted.



### Investitionsbank Berlin

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[www.ibb.de/internationalisierung](http://www.ibb.de/internationalisierung)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



Subject to de-minimis rules  
(refer to page 144).







## Gemeinschaftsprojekte (Pfl-GEM) / Joint projects

### WHO

- Business-near institutions based in Berlin
- Especially chambers, associations and industry networks

### WHAT

- Support is available for the following modules with a grant for up to 100% of total eligible expenditure and/or up to a maximum of EUR 150,000:
  - Joint and industry information booths at fairs and exhibitions of trans-regional relevance in Germany and abroad, primarily such fairs and exhibitions that are recorded in the federal-state trade fair schedule of Senatsverwaltung für Energie und Betriebe (Senate Department for Economics, Energy and Public Enterprises).
  - Location presentations as well as contact and co-operation exchanges, conferences, workshops and information events in Germany and abroad that particularly serve the economic interests of the Federal State of Berlin.
  - Trips by company delegations that particularly serve the economic interests of the Federal State of Berlin.

### HOW

- Applications must be submitted to Investitionsbank Berlin.
- Applications must be submitted to IBB before the measure begins.
- In this context,
  - applications for support for joint projects and industry information booths at trade fairs and exhibitions should be submitted no later than twelve weeks after the federal land trade fair schedule has been issued and
  - applications for the other modules must be submitted to IBB at least six weeks before the measure begins.
- Measures may not be started at the applicant's own risk until IBB has received the application.
- Retroactive support is not permitted.



### Investitionsbank Berlin

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[www.ibb.de/internationalisierung](http://www.ibb.de/internationalisierung)



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[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



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**BERLIN GOES INTERNATIONAL**

A Program of the Senate  
 Department for Economics,  
 Energy and Public Enterprises



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[www.ibb.de/internationalisierung](http://www.ibb.de/internationalisierung)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)

## Netzwerkbildung (Pfl-NETZ) / Networking

### WHO

- Business-near institutions and industry networks with an international orientation and their own legal personality, with economic aims and a registered office and/or facility in Berlin

### WHAT

- The following modules are supported with a grant for up to 80% of the expenditure eligible for support over a period of one to three years:
  - Networking projects of business players and science institutions in the region and beyond which specifically support small and medium-sized enterprises (SMEs, see page 144) in Berlin in overcoming internationalisation barriers and which thereby support the establishment and development of sustainable international co-operation projects.
  - The network projects must particularly serve the economic interests of the Federal State of Berlin.

### HOW

- Applications must be submitted to Investitionsbank Berlin.
- Applications must be submitted to IBB no later than six weeks before the measure begins.
- IBB checks the application and forwards it to the senate department in charge of economic affairs for its comments, for identifying the economic interest and for assessing the application from a subsidy law perspective.
- Measures may not be started at the applicant's own risk until IBB has received the application.
- Retroactive support is not permitted.



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**BERLIN GOES INTERNATIONAL**  
A Program of the Senate  
Department for Economics,  
Energy and Public Enterprises

**AIM**

- To promote the expansion of photovoltaics in Berlin

**WHO**

- Private individuals and companies that invest in a photovoltaic system in Berlin are eligible to apply, for instance:
  - owners of multi-family and apartment buildings
  - owner communities
  - energy service companies and energy suppliers as well as other companies
  - tenants of flats with their primary place of residence in Berlin

**WHAT**

- Grants are provided to owners of detached and semi-detached houses for:
  - Module A: Initial advice on tax issues
  - Module B: Measuring stations
  - Module C: Purchase or leasing of electricity storage systems
  - Module D: PV system suitable for listed buildings (additional costs compared to a standard PV system)
  - Module D: Façade PV system (additional costs compared to a standard PV system)
- Persons entitled to dispose of apartment buildings or commercial units receive a grant for:
  - Module A: Roof surveys, feasibility studies, metering and measuring concepts
  - Module B: Measuring stations, merging of house connections
  - Module C: Purchase or leasing of electricity storage systems
  - Module D: PV system suitable for listed buildings, façade PV system (additional costs compared to a standard PV system)
  - Module D: Green roof PV system (additional costs due to simultaneous use of a (partial) roof area for a green roof and a PV system; additional costs compared to a standard PV system); condition: no additional funding from the Green Roof PLUS programme (see page 49)
  - Module E: Plug-in solar devices (tenants of flats with their primary place of residence in Berlin)
- The grant amount can be found on the website.

**HOW**

- Applications for all modules must be submitted using the online application system.

**IBB Business Team GmbH  
SolarPLUS**

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Plug-in solar units  
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[steckersolargeraeete@ibb-business-team.de](mailto:steckersolargeraeete@ibb-business-team.de)  
[www.ibb-business-team.de/steckersolargeraeete](http://www.ibb-business-team.de/steckersolargeraeete)



Can be combined with the Business-friendly electromobility (see page 69)

Cannot be combined with the Green Roof PLUS programme (see page 49)



[www.ibb-business-team.de/solarplus/foerderkriterien-antragstellung](http://www.ibb-business-team.de/solarplus/foerderkriterien-antragstellung) and  
[www.ibb-business-team.de/steckersolargeraeete/foerderkriterien-antragstellung](http://www.ibb-business-team.de/steckersolargeraeete/foerderkriterien-antragstellung)



Solarplus  
<https://ibb-bt-solarplus.antragsverwaltung.de/login.php>

Plug-in solar units  
[https://ibb-bt-solarplus.antragsverwaltung.de/register.php?subsystem\\_register=ibb\\_sp\\_stm](https://ibb-bt-solarplus.antragsverwaltung.de/register.php?subsystem_register=ibb_sp_stm)



Depending on the modules of the programme and the target group, subject to the provisions of de-minimis rules (refer to page 144).



# VC Fonds Kreativwirtschaft Berlin III / VC Fund Creative Industries Berlin III

Investment capital for Berlin-based businesses in the creative sector



## IBB Ventures

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<https://www.youtube.com/watch?v=8KZ2qo3lq6w>



Suitable for start-ups  
and young companies

## AIM

- With the VC Fund Creative Industries Berlin III, IBB Ventures invests in start-ups in various creative industries in the form of venture capital, thereby strengthening their equity base.
- The funds are primarily provided in order to finance the development and launch of innovative, scalable products or services in order to achieve quick company growth.

## WHO

- VC Fund Creative Industries Berlin III invests in companies that fulfil the following investment criteria:
  - Innovative business models
  - High potential for scaling and increasing value
  - Part of the focal areas of the creative industries
  - Companies with innovative unique selling propositions
  - Founder and management teams with high levels of personal and professional competence
  - Companies that are still in the early phase; financing for growth only in subsequent financing rounds
  - Good medium-term exit possibility
- The company should be owned primarily by shareholders who are actively involved, it should have its place of business in Berlin and fulfil the EU's criteria for small and medium-sized enterprises (SMEs, refer to page 144), and it must be a corporation). In addition, the company may not meet any of the criteria laid down in the Community guidelines on state aid for rescuing and restructuring firms in difficulty (refer to page 145).

## WHAT

- Minority shares in equity
- Initial investments: typically between EUR 200,000 and EUR 1m
- In subsequent rounds with existing and/or new investors, the commitment can be increased to a total investment of up to EUR 4m, depending on the equity demand.

## HOW

- Applicants should contact IBB Ventures directly.
- A brief description and/or a presentation form the basis for a first meeting. Strictly confidential handling is warranted.
- Participation by VC Fund Creative Industries Berlin III is generally contingent upon participation by other partners, such as venture capital companies, industrial companies or business angels.



## AIM

- The aim here is to make it easier for self-employed people and SMEs (see page 144) pursuing a commercial, non-profit or freelance activity to change over to low-emission drive systems for motor vehicles in Berlin.

## WHO

- Self-employed people and SMEs with their registered office, facility or branch in Berlin and requiring a motorised vehicle to carry out their activities are eligible to apply.
- In addition, anyone who is a grant recipient in module C or D1-D3 of the SolarPLUS funding programme (see page 67) and can prove that the electricity generated by the subsidised storage or PV system is used to operate the charging infrastructure and/or the vehicle subsidised under this programme.
- The subsidised vehicles must be registered in Berlin in the name of the person or company submitting the application and must be used predominantly for business purposes.
- Companies and self-employed persons with a permit (taxi concession) according to sections 2, 9 and following of the Passenger Transportation Act (PBefG, Personenbeförderungsgesetz)
- Only taxi companies are entitled to apply for vehicles in categories M1 and M2 (passenger cars).

## WHAT

- Grants are provided to cover expenditure on consulting services related to e-mobility, to purchase or lease electrically powered vehicles as new or one-year old cars and to install a charging infrastructure.
- Potential consulting: 100% of the net costs with maximum net fee of EUR 800
- Implementation consulting: 80% of the net costs with a maximum net fee per day of EUR 1,000
- Commercial vehicles (N1, N2): 25% of the eligible costs, EUR 15,000 max.
- Car with a taxi concession and used as a taxi or inclusion taxi (M1, M2): 25% of the eligible costs, EUR 15,000 max.
- Up to EUR 15,000 is available in funding for retrofitting to and installations in an e-inclusion taxi.
- Small light vehicles (L2e, L5e, L6e, L7e): 30% of the eligible costs, EUR 5,000 max.
- Motorised two-wheeler subject to insurance and registration (L1e, L3e and L4e): EUR 500 each
- Purchase or leasing of the charging infrastructure: 50% of total costs, EUR 2,500 max. per AC charging point, EUR 30,000 max. per DC charging point
- Grid connection per location: 50% of total costs, EUR 5,500 max. for the low-voltage grid, EUR 55,000 for the medium-voltage grid
- Premature ordering of the vehicle or the charging infrastructure, or commissioning of the consulting service or construction of the charging infrastructure before receipt of the complete application is not permitted.
- The minimum holding period for vehicles and charging infrastructures is twelve months.
- The electricity for the charging stations must come from 100% renewable energy sources for at least twelve months.

## HOW

- Applications must be submitted by the applicant or the company using the online application procedure.



### IBB Business Team GmbH

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List of eligible small and light vehicles:

[www.ibb-business-team.de/welmo/finanzierungsfoerderung](http://www.ibb-business-team.de/welmo/finanzierungsfoerderung)



[www.ibb-business-team.de/welmo/antragstellung-rechtliches](http://www.ibb-business-team.de/welmo/antragstellung-rechtliches)



<https://ibb-bt-welmo.antragsverwaltung.de/login.php>



Subject to de-minimis rules (refer to page 144).





# *Technology, research and development*

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THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
TECHNOLOGY, RESEARCH  
AND DEVELOPMENT



Important technical terms are explained in the [Glossary](#) (refer to page 144 and following).

# Berlin Innovativ / Berlin Innovation



## Investitionsbank Berlin

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[www.ibb.de/berlininnovativ](http://www.ibb.de/berlininnovativ)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
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and young companies

## AIM

- To achieve better access to financing for productive investments, Berlin Innovation offers low-interest financing for innovative medium-sized enterprises with 70% risk relief for the banks transmitting the loans.
- Financing is made possible via the InnovFin SME guarantee, a facility backed under the European Union's Horizon Europe programme (Framework Programme for Research and Innovation, refer to page 81), with funds from the European Fund for Strategic Investments (EFSI).

## WHO

- Start-ups, freelancers, small and medium-sized enterprises (SME, see page 144) as well as medium-sized companies with fewer than 500 employees fulfilling at least one of the following criteria at the time of application:
  - Production, development or the introduction of innovative products, processes or services where a technology or marketed-related risk of failure exists.
  - The company has been on the market for less than twelve years and over the past three years has grown by more than 20% p.a. (turnover or workforce; at least ten full-time employees at the beginning of the period under observation).
  - Expenditure on research, development and innovation is at least as high as one of the threshold values specified.
  - At least 80% of the loan sum will be used to finance expenditure on research, development and innovation.
  - In the past three years, funding was received at least once under a public innovation programme.
  - Over the past two years, a VC investor/business angel invested in the company or holds a stake in the company at the time the application is submitted.
  - Over the past two years, the company received an innovation award from an EU institution.
  - Over the past two years, an intellectual property right was registered and the loan is intended to enable the exploitation of this right.
  - Financing the new market entry totals more than 50% of the average turnover over the past five years.
  - The loan amount will be used to cover investment in conjunction with one of the more closely defined digitalisation projects.

## WHAT

- Financing is to be provided for all forms of start-ups, investments, increase in stocks, as well as general working capital requirements.
- Loan amount: typically EUR 100,000 to EUR 2m
- Payout: 100%
- IBB grants the applicant's bank 70% liability redemption
- Flexible terms of between three and ten years
- Favourable, risk-differentiated interest rates
- Payments are effected each quarter and in arrears

## HOW

- Applications must be submitted via the applicant's bank.
- Following a positive credit assessment and collateral check, the applicant's bank approves the loan application and passes the documents on to IBB.
- IBB also performs a credit assessment.





## Design Transfer Bonus

### AIM

- Small and medium-sized enterprises (SMEs, see page 144) are to be given better access to design services in order to strengthen the competitiveness of their products and services.
- The aim is to involve the design competence of the design industry and/or universities in the innovation process of SMEs. at an early point in time and in an application-orientated manner.
- Co-operation is designed to strengthen regional competence and to initiate and support access to international markets.

### WHO

- SMEs with a registered office or place of business in Berlin, which pursue eligible activities according to the current rules of the common task “improvement of regional economic structure” (GRW, see page 48) (fulfilment of the conditions of the primary effect) and whose project or service is of a clearly innovative nature.
- Social economy enterprises with a registered office or place of business in Berlin, whose project or service has a strong technological connection
- Technology-orientated SMEs who (wish to) develop and introduce their own products, processes or services on the market.
- The SME must be legally independent and the business activity must be profit-oriented.
- Social economy enterprises include companies whose business model offers ecological, social or societal added value. Social economy enterprises also operate predominantly in the market and are geared towards generating market income in competition with other providers, although profit maximisation is not a primary objective.

### WHAT

- Transfer of design know-how of companies in the design industry and universities to SMEs
- Design projects and measures with a reference to the applied research and development within the scope of developing new products and services and/or improving the quality of existing products and services.
- Services by design companies who are legally independent from the company submitting the application or services by universities.
- The companies commissioned, including non-affiliated companies) must be based in Berlin or Brandenburg and have proven design expertise and experience which must be demonstrated in at least one reference in a comparable field.
- Expenditure on external research and development activities related to planning, development and implementation is subsidised when such activities are geared towards designing new or modified products, services and production processes to market or production maturity. This includes interface and interaction design for new software-based products and processes as well as service design.
- The expenditure items required to provide the transfer service (e.g. personnel, materials, usage fee) are eligible for funding up to the maximum amount of the project volume previously recognised as appropriate, however, no more than up to the amounts specified in the funding guideline under the standard variant.
- Trade fair and exhibition design is only eligible for funding if the goal is a self-contained, reusable product. Funding is not available for the design of advertising materials and websites.



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and  
[www.transferbonusdesign.de/downloads.html](http://www.transferbonusdesign.de/downloads.html)



[www.transferbonusdesign.de/downloads.html](http://www.transferbonusdesign.de/downloads.html)



Subject to de-minimis rules  
(refer to page 144).





#### HOW

- ↳ Earmarked project funding as a non-repayable grant
- ↳ Pro-rata financing amounting to 70% of the expenditure eligible for support, EUR 15,000 max.
- ↳ The allowance cannot be combined with other federal or federal-state programmes is not possible.
- ↳ The project must be completed no later than June 2024.
- ↳ Support can be approved for up to a maximum of three clearly different projects (which can, however, be based on each other). Exceptions are subject to approval by the senate department in charge of business.

### AIM

- ↳ To promote the digitalisation of business processes and IT security

### WHO

- ↳ Micro-enterprises and small and medium-sized enterprises (SMEs, see page 144):
  - with no more than 249 employees
  - a registered office or place of business in Berlin
  - non-profit UG and GmbH [German limited liability companies]
  - solo self-employed persons and freelancers working in their main occupation without salaried employees
  - established before 31 December 2021

### WHAT

- ↳ Grants for specific digitalisation projects in the areas of:
  - Work, production and management processes
    - Acquisition of a CAM system
    - Merchandise management system
    - Cash register system
    - Payroll accounting
    - Recording of working time
  - Introduction or improvement of IT security
    - IT security infrastructure
    - Data storage and backup
    - Business premises insurance
  - Digital consulting and qualification
    - Consulting implementation services
    - Workshops on the digitalisation of the business model
    - Further training on corporate IT security
- ↳ Partial financing totals 50% of the eligible costs
- ↳ The grant is limited to a maximum of EUR 17,000.

### HOW

- ↳ Applications must be submitted before the digitalisation project commences via the electronic application system.
- ↳ As a rule, payment is made after completion of the project.
- ↳ Applications can be submitted until 31 December 2023.



### IBB Business Team GmbH

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 Tel. +49 (0) 30 / 2125-2333  
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[www.ibb-business-team.de/digitalpraemie-berlin](http://www.ibb-business-team.de/digitalpraemie-berlin)



The Digital Premium can be applied for once only.



[www.ibb-business-team.de/digitalpraemie-berlin/antragstellung-rechtliches](http://www.ibb-business-team.de/digitalpraemie-berlin/antragstellung-rechtliches)



<https://ibb-bt-digitalpraemie2.antragsverwaltung.de/login.php>



Subject to de-minimis rules (refer to page 144).



# EIC Accelerator im Horizont Europa / EIC Accelerator in Horizon Europe



## Berlin Partner für Wirtschaft und Technologie GmbH

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<https://eisma.eu>



Suitable for start-ups,  
company successions  
and young companies

## AIM

- Highly innovative, technology-orientated and high-risk projects can be financed from the prototype phase to market launch.

## WHO

- Individual, for-profit start-ups as well as small and medium-sized enterprises (SMEs, see page 144) established in an EU Member State or in a country associated with Horizon Europe
- Small mid-caps (no more than 500 employees) with headquarters in a country associated with Horizon Europe

## WHAT

- Innovation projects in the following phases are eligible
  - demonstration of technology in the appropriate environment,
  - demonstration at prototype and system level,
  - experimental development and testing required to meet regulatory and standardisation requirements in order to obtain market approval.
- Support is available for project-related personnel expenditure, external costs, material expenditure, filing of intellectual property rights, expenditure related to market launch and market preparation, as well as indirect project costs.
- Funding is granted on the basis of the technology readiness level (TRL) in the form of non-repayable grants (for start-ups and SMEs only) and/or an investment component.
- For innovation activities (from TRL 5/6 to TRL 8), non-repayable grants of between EUR 0.5m and EUR 2.5m can be awarded. The funding rate totals 70% of eligible project expenditure. The project term for innovation activities is usually 24 months.
- An investment component in the form of equity or a guarantee can be granted to finance market launch and scaling (from TRL 9). The investment amount is negotiated individually and ranges from EUR 0.5m to EUR 15m.
- Investment term: seven to 15 years max.
- Collaborative projects are not eligible.

## HOW

- Applications for EIC Accelerator are submitted online only using the EIC AI platform.
- The platform can be accessed via the respective tender page. Applicants require an EU login with a validated email address which is easy to set up.
- The application procedure is made up of three stages:
  - Brief applications, including a pitch deck and a short video presentation, can be submitted throughout the entire application process.
  - If the review is successful, applicants will be invited to submit a full application. This can be submitted at any time within twelve months following successful review of the brief application. As a rule, there are four cut-off dates per year.
  - If the full application is successful, candidates will then be invited to an interview to present their project to a jury. Applications from the companies with the most convincing interviews will be selected for funding.
- Enterprise Europe Network Berlin-Brandenburg (EEN BB) provides support in the application process.



## ERP-Digitalisierungs- und Innovationskredit / ERP digitalisation and innovation loan

for innovative projects and companies

### AIM

- Low-interest financing for digitalisation and innovation projects as well as for investments and working capital by innovative companies

### WHO

- Small and medium-sized enterprises in the commercial sector (SMEs, see page 144)
- Larger medium-sized enterprises with a private majority shareholding and with consolidated sales of no more than EUR 500m
- Young companies starting out in business
- Freelance professionals
- The ERP Digitalisation Loan supports small and medium-sized enterprises, freelancers and start-ups
  - with their place of business in Germany
  - with a registered office abroad for subsidiaries, branch offices, operating facilities or branches in Germany

### WHAT

- Financing requirements in conjunction with a digitalisation and innovation project (investments and working capital)
- The total financing needs of an innovative company
- Up to 100% of the eligible investment costs and working capital
- Minimum loan of EUR 25,000 per project, maximum loan of EUR 25m (for each innovation and digitalisation project)
- Maximum of EUR 7.5 million per project by innovative companies
- Minimum term: two years

### HOW

- Please submit your application to KfW via your bank before commencing the project.
- This support can be combined with other support programmes within the scope of the relevant EU aid ceilings as long as this does not lead to over-financing. The aid cumulation provisions must be observed.



### KfW Bankengruppe

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[www.kfw.de/380](http://www.kfw.de/380)



Suitable for start-ups, company successions and young companies



# ERP-Mezzanine für Innovation / ERP mezzanine for innovation

The financing package for developing new products and processes



## KfW Bankengruppe

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Three loan variants:  
360, 361 and 364.



[www.kfw.de/360](http://www.kfw.de/360)



Subject to de-minimis rules  
(refer to page 144).

## AIM

- Long-term, low-interest financing for market-near research and development of new products, processes or services, as well as their large-scale further development in Germany
- The research and development phase can be accompanied up until commercial use begins.

## WHO

- Private, commercial businesses,
  - who have been active on the market for at least two years,
  - who are mostly privately owned and
  - whose group sales do not exceed EUR 500m.
- Freelance professionals

## WHAT

- Financing consists of two instalments:
  - a classic loan (borrowed capital)
  - a loan with a largely equity character (subordinated capital)
- Projects are supported that go beyond the state of the art in Europe as well as projects that are new for the applicant companies.
- Projects eligible for support
  - include experimental development activities,
  - aim to perform a clearly defined, inseparable task with clearly defined goals,
  - can comprise several work packages, activities or services.
- If two or more research and development projects cannot be clearly separated from each other, and if each of them has no prospect of technological success on their own, they will be regarded as a single project.
- A financing package made up of a loan (borrowed capital tranche) and subordinate loans (subordinate tranche, depending on group sales)
- Financing is provided for up to 100% of the costs eligible for support (e.g. personnel costs, overheads, investments for R&D projects, measures to secure quality).
- Minimum loan of EUR 25,000, maximum loan of EUR 5m (per project)
- Term: typically ten years

## HOW

- Please submit your application to KfW via your bank before commencing the project.
- Cannot be combined with other KfW support projects with liability redemption.
- This support can be combined with other support programmes within the scope of the relevant EU aid ceilings as long as this does not lead to over-financing. The aid cumulation provisions must be observed.
- Customary collateral is required for the outside capital share, no collateral is required for the junior component.



## EXIST-Forschungstransfer / EXIST research transfer

as part of the “start-ups from academia” programme by the Federal Ministry for Economic Affairs and Climate Action

### AIM

- In two funding phases, support is provided for outstanding research-based start-up projects that involve elaborate and high-risk development work.

### WHO

- In the first phase of support (“pre-seed”), support is available to research teams at universities and research institutes.
- In the second phase of support (seed), support is available to technology-orientated companies that were established as a result the first phase.

### WHAT

- During the first phase, research results that have the potential to become the basis for a new business establishment are to be developed further. The aim is to perform development work in order to demonstrate technical feasibility, develop prototypes and prepare a business plan and finally to establish the company. Support includes advisory services provided by a start-up supporting network.
- The goals of the second phase of support are to develop to market maturity, start business operations and secure external follow-up financing.

### HOW

- During the first phase of support, funding of up to EUR 250,000 max. is available to cover expenses for a maximum of four employees (three individuals with a scientific/technical background in addition to one person with business administration skills) as well as material expenditure on investment goods, consumables, market research, students, intellectual property rights as well as contract awarding or coaching. In certain, justified cases, higher funding is also available.
- At universities and research institutions, support is available to fund up to 100% of eligible project-related expenditure. Start-up projects by the research institutes basically financed by the federal government and the federal states (FhG, HGF, Max-Planck-Gesellschaft, Leibniz-Gemeinschaft) are financed up to 90%.
- The first phase of support lasts up to 18 months; in particularly justified individual cases, a period of up to 36 months can be approved for highly innovative and demonstrably particularly time-consuming projects.
- The second support phase lasts 18 months. A non-redeemable grant of up to EUR 180,000 can be made available.
- As a precondition for support, the company must contribute its own funds and, if applicable, venture capital at a ratio of 1:3 (up to EUR 60,000).
- Personnel costs, depreciation on project-specific assets, contracts with third parties, material costs and the costs of filing intellectual property rights are eligible for support.
- Six months before the end of first phase, the application for support during second phase can be submitted if establishment of the company is to be pursued further.



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A new funding guideline was published in April 2023. Please inform yourself about new conditions on the website [www.exist.de](http://www.exist.de).



[www.exist.de/DE/Programm/Exist-Forschungstransfer/inhalt.html](http://www.exist.de/DE/Programm/Exist-Forschungstransfer/inhalt.html)



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# EXIST-Gründerstipendium / EXIST founder grant

as part of the “start-ups from academia” programme by the Federal Ministry for Economic Affairs and Climate Action



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A new funding guideline was published in April 2023. Please inform yourself about new conditions on the website [www.exist.de](http://www.exist.de).



[www.exist.de/DE/Programm/Exist-Gruenderstipendium/inhalt.html](http://www.exist.de/DE/Programm/Exist-Gruenderstipendium/inhalt.html)



Suitable for start-ups and young companies

## AIM

- The start-up climate at universities and non-university research institutions is to be improved.
- The programme also aims to boost the number and success of technology-oriented and knowledge-based start-ups.

## WHO

- Scientists at public, not profit-orientated universities and research institutes
- University graduates
- Former scientific staff (up to five years after graduation or leaving)
- Students who have completed at least half of their studies at the time of application, however, the team may not consist of a majority of students
- Founding teams with up to three members
- One of the up to three team members can be supported on condition that this member has completed qualified vocational training as a technical employee. Alternatively, the final examination of one team member may be more than five years ago.

## WHAT

- A grant to secure personal livelihood
  - Founders with a doctoral degree: EUR 3,000 per month
  - University graduates: EUR 2,500 per month
  - Technical assistant: EUR 2,000 per month
  - University students: EUR 1,000 per month
  - Children's allowance: EUR 150 per month and child
- Material expenditure
  - Teams of up to three persons: EUR 30,000 max.
  - Solo start-ups: EUR 10,000 max.
- Coaching: EUR 5,000
- Support is granted for a maximum term of one year.

## HOW

- The university or research institute in Germany
  - submits the application – applications may be submitted at any time,
  - nominates and provides a mentor,
  - is a member of a founding network,
  - provides the workplace and guarantees free use of the infrastructure,
  - manages the support funds.
- The founder
  - receives coaching services from the founding network,
  - draws up a coaching or assistance roadmap with the consultant and/or mentor,
  - visits the "founder team" seminar,
  - presents first results for the business plan after five months,
  - submits the business plan after ten months,
  - is responsible for paying taxes and social insurance contributions.
- Start-up only after support has commenced.





## Horizont Europa / Horizon Europe

### EU framework programme for research and innovation

#### AIM

- Horizon Europe is the central instrument on the road to achieving the European Commission's strategic goals. The contents of the programme are based on important social issues, such as health, the environment and transport. The programme promotes research and innovation activities along the entire value chain, from the idea right through to market launch.
- The aim is to increase the scientific, economic and social impact of European research funding and to strengthen the European research area.

#### WHO

- Companies, universities, public and private research institutes, municipalities, associations in co-operation with partners.
- A minimum of three independent institutes from three different countries (member states or associated countries) must participate in a project.
- The involvement of additional participants from third countries is possible.

#### WHAT

- Horizon Europe is rooted in the three thematic pillars "Global Challenges and European Industrial Competitiveness", "Innovative Europe" and "Scientific Excellence". The three pillars are divided into thematic areas according to the structure of the work programmes.
- The work programmes are published biannually and describe the policy context, objectives and expected impacts. They contain the specific calls for projects, sorted by destination.
- The individual calls are listed according to destinations.
- Using relevant search terms, the official EU Funding & Tenders Opportunities Portal can be searched directly for the corresponding call.

#### Global challenges and European industrial competitiveness

- The pillar comprises six clusters:
  - Health
  - Culture, creativity and an inclusive society
  - Civil security for society
  - Digitalisation, industry and space
  - Climate, energy and mobility
  - Food, bioeconomy, natural resources, agriculture and environment

#### Innovative Europe

- The instruments focusing on innovation and market introduction are located in this pillar. These include the European Innovation Council (EIC), the European Innovation Ecosystems and the European Institute of Innovation and Technology (EIT).



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[www.een-bb.de](http://www.een-bb.de)

European Innovation Council (EIC):  
<https://ec.europa.eu/research/eic>

European Institute of Innovation and Technology (EIT):  
<https://eit.europa.eu>



Funding & Tenders Opportunities Portal:  
<https://ec.europa.eu/info/funding-tenders/opportunities/portal/screen/programmes/horizon>



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### Scientific excellence

- European Research Council (ERC)
- Marie Skłodowska Curie measures
- European research infrastructures

### EU eligibility criteria

- Horizon Europe awards project-based non-repayable grants to cover between 70% and 100% of eligible project costs and a single flat rate grant for indirect costs to cover 25% of direct costs.
- The quality and excellence required for applications can be found in the respective calls.
- Apart from a few exceptions, all applications must be submitted in co-operation with European partners.

### HOW

- Formal application within the framework of periodic calls for proposals, in the respective work programme and in the Funding & Tenders Opportunities Portal
- All details and the specific terms of tender can be found in the calls.
- Applications within the scope of Horizon Europe are accepted online only via the Online Submission Service. The system can be accessed via the respective tender page. Applicants require an EU login with a validated e-mail address which is easy to set up.
- Berlin Partner für Wirtschaft und Technologie supports companies and research institutes during the application process within the framework of Horizon Europe via the Enterprise Europe Network Berlin-Brandenburg (EEN BB).
- EEN BB informs companies and research institutes about innovation-orientated developments, initiatives and programmes of the European Union and supports them in their search for business and technology partners. It serves as a local guide by providing comprehensive information from Brussels. Berlin Partner für Wirtschaft und Technologie is the co-ordinator of EEN Berlin-Brandenburg in the capital city region.
- Via the EEN BB, Berlin Partner für Wirtschaft und Technologie offers the FörderNews-BB e-mail service that provides companies and research institutes with focused, industry-specific information about current tenders, including those for Horizon Europe. Users can sign up free of charge to receive FörderNews-BB by visiting the EEN Berlin-Brandenburg website.

## INNO-KOM/Innovationskompetenz / INNO-KOM/Innovation competence

R&D support for external non-profit industrial research institutes - INNO-KOM/Innovation competence

### AIM

- Sustainable strengthening of the innovative capacity of small and medium-sized enterprises (SME, see page 144) in economically disadvantaged regions through pre-competitive R&D projects by non-profit industrial research institutions, the results of which are made available to SMEs.
- Promoting ecological transformation in economically disadvantaged regions

### WHO

- Support is available to legally independent non-profit industrial research institutes as part of their non-economic work. The institutes must be based in an economically disadvantaged region in Germany within the meaning of the assisted areas of the common task "improvement of the regional economic structure" (GRW, see page 48). Furthermore, the institutes may not be part of a university nor belong to a co-funded knowledge community or receive any other institutional support of more than 20% (basic funding).

### WHAT

- VF module: Preparatory research projects  
Projects of a scientific nature with diverse options for application
- MF module: Market-orientated R&D projects  
Projects with prospects for technological and economic success of transfer, especially in SMEs
- IZ module: Investment grant  
Investment projects to improve the academic and technical infrastructure

### HOW

- VF module: Preparatory research projects
  - Financing rate of 90% max.
  - Funding amount: EUR 550,000 max.
  - Max. share of 10% of R&D personnel eligible for financing
- MF module: Market-orientated R&D projects
  - Financing rate of 70% max.
  - Funding amount: EUR 400,000 max.
  - Max. share of 50% of R&D personnel eligible for financing
- In the case of VF and MF projects, the following individual items eligible for funding:
  - Direct personnel costs
  - General costs
  - Other direct project costs
  - Depreciation on project-specific equipment and devices
  - Costs for other purposes (for instance, project-related research orders to third parties, expenditure on intellectual property rights, licenses)
- IZ module: Investment grant
  - Financing rate of 90% max.
  - Maximum grant per facility and budget year:
    - Fewer than 50 employees: EUR 250,000 max.
    - More than 50 employees: EUR 500,000 max.
- The following items are eligible for IZ funding:
  - Expenditure on machines, devices, instruments, equipment, intangible assets
  - Expenditure on construction measures to put the above into operation



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[www.innovation-beratung-foerderung.de/INNO-KOM-Dokumente](http://www.innovation-beratung-foerderung.de/INNO-KOM-Dokumente)



# KMU-innovativ / Innovative SME

Paving the way for cutting-edge research by medium-sized companies



## Förderberatung „Forschung und Innovation“ des Bundes

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[www.kmu-innovativ.de](http://www.kmu-innovativ.de)



Suitable for young companies

## AIM

- With the Innovative SME initiative, the Federal Ministry of Education and Research is supporting cutting-edge research by medium-sized companies in Germany. It also specifically addresses young enterprises with no experience in the field of research support so that they can implement demanding research projects faster.
- The criteria for financing are excellence and innovation level of the project as well as good exploitation prospects.
- Financing is available for industrial research and pre-competition development projects to strengthen the innovative capabilities of SMEs (see page 144) in the following technology fields:
  - Bioeconomy
  - Biomedicine
  - Electronics and autonomous driving, supercomputing
  - Civil security research
  - Information and communication technologies
    - Data science, information technologies, Industry 4.0
    - Communication systems, IT security
  - Interactive technologies for health and quality of life
  - Material research
    - Materials for health and quality of life
    - Materials for sustainable construction and infrastructure
    - Materials for information and communication
    - Materials for energy technology
    - Sustainable use of raw materials and materials
    - Materials for mobility and transport
  - Medical technology
  - Photonics and quantum technologies
  - Production research
  - Resource efficiency and climate protection
    - Raw material efficiency
    - Energy efficiency and climate protection
    - Sustainable water management
    - Sustainable land management

## WHO

- Research-intensive enterprises and enterprise-near service providers fulfilling the criteria of SMEs defined by the European Commission
- Research facilities and large enterprises co-operating with the companies

## WHAT

- Financing is available for high-risk, technology-spanning and application-orientated industrial research and pre-competition development projects. The details can be found in the respective public support notification.

## HOW

- Two-phase support process (one-phase introductory module)
  - During the first phase, project outlines can be submitted at any time.
  - Project proposals submitted compete with each other.
  - Uniform deadlines for evaluating the project outlines submitted: 15 April and 15 October.
  - On the basis of the assessment, applications are then submitted in the second phase for the project ideas selected for support.



## Pro FIT-Frühphasenfinanzierung / Pro FIT early phase financing

Programme to promote research, innovation and technologies

### AIM

- To improve financing opportunities for early-stage technology companies
- Make it easier for technology-oriented founders to build up their business infrastructure and personnel capacities and make use of the necessary services

### WHO

- Newly established technology-oriented small firms with their place of business in Berlin who are attempting to perform an innovation project (anchor project).
- The companies should be no older than twelve months in order to receive financing from early phase 1, and no older than 24 months if applying for financing from early phase 2.
- A mentor is required for motivation, networking and exchange, who is committed to the newly established company, has relevant entrepreneurial experience and has a least a small stake in the company's financing (at least 5% of the funding provided).

### WHAT

- During both early phases, financing is available for all of the newly established company's necessary personnel, investment and operating expenses that are needed to establish and operate the company's initial infrastructure and used to prepare the anchor project in early phase 1. Support is available for personnel expenses (above all, for the CEO), investment expenditure and current operating costs. The expenses may not be directly linked to the anchor project nor incurred in conjunction with sales-related customer orders.
- Financing is provided, depending on the respective early phase, in the form of non-repayable grants and/or low-interest loans. In both early phases, financing is available to cover 100% of expenses eligible for support.
- Early phase 1:
  - Up to 50% of expenses in early phase 1 are financed with a non-repayable grant and a loan.
  - Early phase 1 can last for a maximum of one year.
  - The innovation (anchor) project must have begun by the end of early phase 1.
- Early phase 2:
  - Expenses in early phase 2 are financed with a loan.
  - Early phase 2 ends on completion of the anchor project.
- Total financing for both phases can amount to a maximum sum of EUR 500,000 with financing in early phase 1 limited to EUR 200,000.
- Loans in early phase 1 are usually granted as interest-free loans.
- Loans in early phase 2 are low-interest loans.
- The loans have a term of up to ten years.
- It is possible to agree to final-maturity payment and a declaration of subordination.
- The loans are granted without the need to provide collateral.



### Investitionsbank Berlin

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[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



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#### HOW

- Applications together with a detailed business plan (text and figures) must be submitted using the eApplication procedure.
- The business plan must include a brief description of the planned anchor project and details of the early phase mentor(s).
- What's more, the required early-phase finance planner must also contain the expenditure expected for the anchor project, for other planned funded projects as well as for revenue generating business.
- The key budget items must be explained.
- Based on the documents submitted and a personal presentation by the founders, an external expert will assess the matter on the basis of the following aspects: technology, market environment, market launch strategy, budget consistency and team, in order to determine whether the planned business concept is generally suitable for and worth financing. The company's legal situation will also be examined on the basis of the partnership agreement as well as the SME declaration to be submitted.
- If the outcome of this examination is positive, IBB will request additional documents from the applicant company in order to perform its commercial examination.
- In the next step, the company's commercial documents as well as the economic standing of the applicant company will be assessed.
- The major shareholders must submit suitable information (individuals, for instance, must submit a voluntary disclosure statement).
- Based on this, IBB will perform an overall economic assessment, checking whether or not the shareholders have made a reasonable contribution towards the company's financing.
- Only when the application has been received by IBB and after its approval can the early phase project begin at the applicant's own financial risk (premature commencement). IBB's approval for premature commencement of the project is typically granted when the outcome of the technical assessment of the business concept was positive.

## Pro FIT-Projektfinanzierung / Pro FIT project financing

Programme to promote research, innovation and technologies

### AIM

- Pro FIT can be used to finance technology-orientated projects during all phases of the innovation process, from research to market introduction.

### WHO

- Applications can be submitted by businesses and research institutes with their place of business or an independently organised facility in Berlin:
  - Companies
    - SMEs (see page 144): alone or together with companies or research institutes
    - Non-SMEs: only in conjunction with SMEs and research institutes
  - Research facilities:
    - only in conjunction with at least one company

### WHAT

- Support is available for single and combined projects in the phases of industrial research, experimental development as well as production development, market preparation and market launch.
- Support is available for project-related personnel expenditure, external costs, material expenditure, filing of intellectual property rights, expenditure related to market launch and market preparation, as well as indirect project costs.
- Subsidies are granted, depending on the innovation phase, in the form of non-redeemable grants and/or low-interest loans.
- Non-repayable grants of up to EUR 400,000 (per project or, in the case of collaboration projects, per project partner) can be made available for research and development projects by businesses and research institutions. Maximum support percentages for project expenditure eligible for support total up to:
  - Industrial research phase:
    - 80% (including the SME and collaboration bonus)
  - Experimental development phase:
    - 40% only in the case of research institutes collaborating with other parties
    - 25% only in the case of large enterprises collaborating with other parties
  - 60% for SMEs only for thematic calls
    - Details about the individual call will be announced by the senate department in charge of economic affairs.
- In the case of allowance-free financing and support programmes for research and development projects by research institutes, the support rate totals up to 75% or up to 100%, respectively, of the project-related expenditure in as far as financing from public basic financing resources can be obtained. The recipient's own share must total at least 25% of the total project expenditure eligible for support.



### Investitionsbank Berlin

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[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



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- In order to finance projects during the phase of experimental development as well as production development, market preparation and market introduction undertaken by small and medium-sized enterprises, support is granted in the form of low-interest loans of up to EUR 1m or a max. of 80% of the costs eligible for support per project. The following terms and conditions apply to low-interest loans:
  - The loans have a term of up to eight years.
  - The interest rates on loans are below market conditions. Small enterprises additionally benefit from an interest bonus of 0.25%.
  - The loan is normally secured by pro-rata absolute guarantees by the relevant shareholders. Guarantees can be waived if the shareholders contribute a reasonable share towards project and/or company financing.
  - Loans for establishing production, market preparation and market launch are granted as de-minimis assistance. This may result in a limit to the loan amount.

#### HOW

- The proposed project must be clearly described using the forms available. This must then be submitted to IBB together with the interactive “Project application” form, the Pro FIT finance planner as well as documents related to the applicant’s legal situation using the secure eAntrag (online) procedure.
- In the case of group projects, application documents must be completed by each project partner. The project description must be drawn up jointly by all of the project partners.
- As soon as the application has been received by IBB, the project can commence at the applicant’s own financial risk. The main risk in this case is that the project may not qualify for support or may not be seen to be worthy of support.
- Based on the documents submitted, two external experts will analyse the proposed project in technical terms and assess its market relevance shortly after submission.
- Given a positive outcome of the examination, the possible project financing (type and amount) is determined, and the applicant is requested to submit further documents for the commercial assessment. The prospective Pro FIT financing that results from the technical examination may differ from the application in terms of type and amount.
- In the next step, the company’s commercial documents as well as the applicant’s economic standing will be assessed.
- The major shareholders must submit suitable information (individuals, for instance, must submit a voluntary disclosure statement).
- Based on this, IBB will perform an overall economic assessment, checking whether or not the shareholders have made a reasonable contribution towards the company’s financing.
- In the event of approval, only the project-related expenditure incurred after the application was received will qualify for support.
- The approval committee decides at monthly meetings whether to grant funding, as well as on the terms and conditions to which such funding is subject from case to case.





## Programm Berliner Innovationsfachkräfte / Berlin innovation specialists programme

### AIM

- To protect and strengthen the competitiveness of small and medium-sized enterprises (SMEs, see page 144), especially in the clusters defined within the scope of the joint Berlin-Brandenburg innovation strategy which are of paramount importance for structural change in the region.
- Supporting innovation specialists at SMEs will facilitate access to scientific results for newly established and existing businesses. This will enable and accelerate the commercial exploitation of these results in project-related innovation processes.

### WHO

- Technology-orientated SMEs in the commercial sector and the social economy who develop and introduce their own products, processes or services on the market
- SMEs that are not technology-orientated are eligible if the project and the activity to be performed by the innovation specialist have major technology links and also involve in-house development work to a significant extent.
- The company must have its registered office or at least one operating facility in Berlin.

### WHAT

- Subsidies are available for innovative projects which are implemented within the scope of qualified, new employment contracts to be entered into with graduates from universities, universities of applied sciences or institutions offering similar, state-recognised degrees.
- At the time the employment contract is signed, the prospective employee may not have graduated more than 24 months ago.
- The employee to be financed should not replace any other employee in the company. The job created must be for a newly created position or in a new sphere of responsibility.
- The jobs to be supported for graduates with project and task-specific qualifications must:
  - focus on the development, production and/or marketing of technologically innovative products, methods or services with good market prospects, or
  - involve activities which are based on in-house innovative technical and/or commercial tasks.
- Support will be granted as a project-related grant to cover up to 50% of the innovation specialist's gross taxable salary (EUR 40,000 max.) for a period of 12 months.
- No more than two innovation specialists can be supported at the same time.

### HOW

- Formal applications to IBB
- Applications must be submitted before the employment contract is signed.
- Combination with personnel-cost grants under other programmes and measures by the Federal Employment Agency is not permitted.



#### Investitionsbank Berlin

Kundenberatung  
Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de](http://www.ibb.de)



[www.ibb.de/ia](http://www.ibb.de/ia)



[www.ibb.de/downloads](http://www.ibb.de/downloads)



[www.ibb.de/eantrag](http://www.ibb.de/eantrag)



Subject to de-minimis rules  
(refer to page 144).



# ProNTI



## IBB Business Team GmbH

### ProNTI

Bundesallee 210, 10719 Berlin

Ms Eike Munsche

Tel. +49 (0) 30 / 2125-2359

[pronti@ibb-business-team.de](mailto:pronti@ibb-business-team.de)

[www.ibb-business-team.de/pronti](http://www.ibb-business-team.de/pronti)



[www.ibb-business-team.de/pronti/foerderkriterien-antragstellung](http://www.ibb-business-team.de/pronti/foerderkriterien-antragstellung)



<https://ibb-bt-pronti.antragsverwaltung.de/login.php>



Subject to de-minimis rules (refer to page 144).



Suitable for start-ups and young companies

## AIM

- The “Programme to promote Non-Technical Innovation (ProNTI)” by the Federal State of Berlin aims to strengthen the innovative power of Berlin’s economy beyond technical and technology-oriented developments.
- In addition to funding provided for primarily technology-oriented research and development, the ProNTI programme widens the focus to non-technical innovation (NTI).

## WHO

- Innovative small and medium-sized enterprises (SMEs, see page 144) and SMEs based in Berlin and operating in the social economy

## WHAT

- Funding is provided in the form of partial financing and as a non-repayable grant:
  - Validation phase: EUR 60,000 max. per project
  - Pioneering phase: EUR 120,000 max. per project
  - Commercialisation phase: EUR 120,000 max. per project
  - Projects that extend over two phases: EUR 140,000 max. per project
- The basic funding rate for SMEs that have been in existence for less than five years amounts to a maximum of 75% of the total costs eligible for funding.
- SMEs older than five years receive a maximum grant of 50% of the total costs eligible for funding.

## HOW

- Companies must submit their applications online to IBB Business Team GmbH.
- The electronic application and management system can be accessed on the website of IBB Business Team GmbH.



## ProValid

### AIM

- The “Programme to promote the Validation of research results (ProValid)” provides higher education institutions in Berlin with the opportunity to review the innovative capacity of their projects or to ensure the application-related further development of their own research projects.
- The aim is to initiate the qualification of research results in the sense of application-oriented validation to improve the chances of exploitation, for instance, through licensing, sale or spin-off from the university, and thus to open up possible applications for the economy.
- With the programme to promote innovation, the Federal State of Berlin is making an important contribution to the joint Berlin-Brandenburg 2025 Innovation Strategy (innoBB 2025).

### WHO

- Berlin’s universities (universities, art colleges and colleges of applied sciences or universities of applied sciences)
- Project partnerships with small and medium-sized enterprises (SMEs, see page 144) per subcontract in accordance with the General Auxiliary Conditions for Grants for Project Funding (here: No. 2ANBest-P)

### WHAT

- Funding for validation activities to be carried out in Berlin at stages that are not ready for the market takes the form of full funding in the form of
- For a project period of no more than 12 months, funding is provided to cover direct project expenditure totalling EUR 100,000 max. and an additional 40% of the funding requested for direct expenditure can be funded as a lump sum to cover indirect project expenditure.
- All project expenditures are thus limited to a maximum of EUR 140,000 per project.

### HOW

- Applications must be submitted online by the universities of the Federal State of Berlin to IBB Business Team GmbH.
- The electronic application and management system can be accessed on the website of IBB Business Team GmbH.



#### IBB Business Team GmbH ProValid

Bundesallee 210, 10719 Berlin  
Ms Eike Munsche  
Tel. +49 (0) 30 / 2125-2359  
[provalid@ibb-business-team.de](mailto:provalid@ibb-business-team.de)  
[www.ibb-business-team.de/provalid](http://www.ibb-business-team.de/provalid)



[www.ibb-business-team.de/provalid/foerderkriterien-antragstellung](http://www.ibb-business-team.de/provalid/foerderkriterien-antragstellung)



<https://ibb-bt-provalid.antragsverwaltung.de/login.php>



# Service für Technologietransfer, Innovationsmanagement und Cross-Innovation / Service for technology transfer, innovation management and cross innovation



## **Berlin Partner für Wirtschaft und Technologie GmbH**

Fasanenstraße 85, 10623 Berlin  
Mr Gerd Blutke  
Senior Manager Innovation  
Tel. +49 (0) 30 / 4 63 02-4 23  
[gerd.blutke@berlin-partner.de](mailto:gerd.blutke@berlin-partner.de)  
<https://www.berlin-partner.de/en>



[www.businesslocationcenter.de](http://www.businesslocationcenter.de)  
(Innovation Package) and  
<https://innobb.de/en>



Suitable for start-ups,  
company successions  
and young companies

## **AIM**

- ↳ To increase the innovative strength and competitiveness of companies, in particular, of (SMEs, see page 144), of the cluster and industry sectors in Berlin through sector-spanning support for the initiation of technology transfer and group projects in co-operation with universities and science institutes in the capital city region.

## **WHO**

- ↳ The services supported are available to SMEs, universities and science institutes. One of the project partners must be based in Berlin.

## **WHAT**

- ↳ The free services include:
  - Information regarding formats and instruments for knowledge and technology transfer as well as innovation management
  - Establishment of contact with experts from science and business
  - Examination of co-operation possibilities for product and process developments
  - Information related to protection strategies and licensing
  - Pilotage for initiating co-operation and transfer projects
  - Information related to financing and support offerings
  - Organisation and implementation of technology-orientated co-operation forums

## **HOW**

- ↳ Informal application



## Transfer BONUS

### AIM

- ↳ Support the transfer of technology and knowledge from scientific and research institutions to small and medium-sized enterprises (SMEs, see page 144)
- ↳ Boost the innovative strength and strengthen the ability of SMEs to master the challenges of digital transformation
- ↳ Support of the development of new products or services, from the idea to market maturity, and for the improvement of the quality of existing products and processes through collaboration between academia and business – in particular, the implementation of digitisation solutions in business models and work organisation.

### WHO

- ↳ Technology-oriented SMEs in the commercial sector and the social economy. Support is also available to newly established SMEs. Nontechnology orientated SMEs may also apply if their project has a strong technological orientation.
- ↳ The company must have its registered office or an operating facility in Berlin.

### WHAT

- ↳ Support is available to cover part of the costs of services by scientific and/or research institutes in Berlin and Brandenburg to implement projects in applied research and development.
- ↳ Support is offered in two phases:
  - First-time variant: A grant of up to 100% of the contract volume, however, no more than EUR 7,500, to cover expenditure on external scientific activities prior to the development of a new or modified product, service or process innovation and which is incurred during concrete, first-time collaboration between the company and a scientific institute.
  - Standard variant: A grant of up to 70% of the contract volume, however, no more than EUR 15,000 or a once-off amount of up to EUR 45,000 in the field of digitalisation, to cover expenditure on external R&D activities related to planning, development and implementation when such activities are geared towards designing new or modified products, services and production processes to reach market or production maturity or towards developing products (suppliers) in the field of digitisation and/or to implement such products internally (users)
- ↳ Support is generally only available for services that are related to the specific expertise of scientific and research institutes in Berlin and Brandenburg and which cannot be

### HOW

- ↳ Support is granted in the form of project funding as a non-repayable grant.
- ↳ Within a defined project, the Transfer BONUS cannot be combined with other project-related R&D support by the federal government or the Federal Land. If projects are clearly distinguishable, several support measures can be used parallel.



### IBB Business Team GmbH Transfer BONUS

Bundesallee 210, 10719 Berlin  
Ms Regina Köhler  
Tel. +49 (0) 30 / 2125-4792  
[transferbonus@ibb-business-team.de](mailto:transferbonus@ibb-business-team.de)  
[www.ibb-business-team.de/transfer-bonus](http://www.ibb-business-team.de/transfer-bonus)



[www.ibb-business-team.de/transfer-bonus/antragstellung-rechtliches](http://www.ibb-business-team.de/transfer-bonus/antragstellung-rechtliches)



<https://ibb-bt.antragsverwaltung.de/login.php>



Subject to de-minimis rules (refer to page 144).



Suitable for start-ups



# VC Fonds Technologie Berlin III / VC Fund Technology Berlin III

Investment capital for Berlin-based technology companies



## IBB Ventures

c/o IBB Beteiligungsgesellschaft mbH  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-3201  
[info@ibbventures.de](mailto:info@ibbventures.de)  
[www.ibbventures.de](http://www.ibbventures.de)



<https://www.youtube.com/watch?v=8KZ2qo3lq6w>



Suitable for start-ups  
and young companies

## AIM

- With the VC Fund Technology Berlin III, IBB Ventures invests in start-ups in various technology sectors in the form of venture capital, thereby strengthening their equity base.
- The funds are primarily provided in order to finance the development and launch of innovative, scalable products or services in order to achieve quick company growth.

## WHO

- VC fund technology Berlin III invests in companies which fulfil the following investment criteria:
  - Technological innovations or innovative business models
  - High potential for scaling and increasing value
  - Can be assigned to one of the following industries: Healthcare, Industrial Technologies or software and IT
  - Companies with a technological unique selling proposition of a development lead of several years
  - Founder and management teams with high levels of personal and professional competence
  - Companies that are still in the early phase; financing for growth is only in subsequent financing rounds
  - Good medium-term exit possibility
- The company should be owned primarily by shareholders who are actively involved, it should have its place of business in Berlin and fulfil the EU's criteria for small and medium-sized enterprises (SMEs, refer to page 144), and it must be a corporation. In addition, the company may not meet any of the criteria laid down in the Community guidelines on state aid for rescuing and restructuring firms in difficulty (see page 145).

## WHAT

- Minority shares in equity
- Initial investments: typically between EUR 200,000 and EUR 1m, or higher in the case of a significantly higher capital demand
- In subsequent rounds with existing and/or new investors, the commitment can be increased to a total investment of up to EUR 4m, depending on the equity demand.

## HOW

- Applicants should contact IBB Ventures directly.
- A brief description and/or a presentation form the basis for a first meeting. Strictly confidential handling is warranted.
- Participation by VC Fund Technology Berlin III is generally contingent upon participation by other partners, such as venture capital companies, industrial companies or business angels.



## WIPANO - Förderung von Patentierung und Verwertung / WIPANO - Patenting and exploitation promotion

### AIM

- The “company patenting” module under the WIPANO programme is a continuation of the previous “SME patent campaign” of the SIGNO programme sponsored by the Federal Ministry for Economic Affairs and Climate Action (BMWK). The programme is designed to help recipients to understand the advantages of industrial property rights and to use the patent system strategically.
- Support is provided for the protection of research and development results through industrial property rights and for their use.
- In another module, the transfer of the latest research results into norms and standards is supported.

### WHO

- Newcomers who have not yet filed a patent application or companies that have not filed a patent or utility model application in the last three years.
- Small and medium-sized enterprises (SMEs, see page 144), including craft enterprises and engineering offices with their place of business in Germany

### WHAT

- Five packages (P) with grants of up to 50%:
  - P 1: Consulting and research related to the state of the art: EUR 800 max.
  - P 2: Detailed examination of economic exploitation: EUR 800 max.
  - P 3: (Strategy) advice and co-ordination of the patent application: EUR 1,000 max.
  - P 4: Patent application (official and patent attorney's fees): EUR 10,000 max.
  - P 5: Activities to exploit the invention: EUR 4,000 max.
- The maximum grant per company totals EUR 16,600.
- The support term totals 24 months.

### HOW

- Applications for participation in the “patenting and exploitation promotion” programme as part of WIPANO are submitted using the “easy-Online” portal at Forschungszentrum Jülich (project sponsor).



#### Forschungszentrum Jülich GmbH

Projektträger Jülich (PtJ)  
Berlin Office  
Zimmerstraße 26-27, 10969 Berlin  
Ms Anke Hoffmann  
Tel. +49 (0) 30 / 2 01 99-5 35 [wipano-ptj@fz-juelich.de](mailto:wipano-ptj@fz-juelich.de)  
[www.ptj.de/wipano](http://www.ptj.de/wipano)

#### Berlin Partner für Wirtschaft und Technologie GmbH

Fasanenstraße 85, 10623 Berlin  
Mr Michael Schwedtke  
Tel. +49 (0) 30 / 4 63 02-4 36  
[michael.schwedtke@berlin-partner.de](mailto:michael.schwedtke@berlin-partner.de)  
[www.berlin-partner.de](http://www.berlin-partner.de)



Part of the WIPANO programme - Knowledge and technology transfer via patents and standards with a focus on companies – is supported by the Federal Ministry for Economic Affairs and Climate Action (BMWK)



[www.wipano.de](http://www.wipano.de)



[foerderportal.bund.de/easyonline](http://foerderportal.bund.de/easyonline)



Suitable for start-ups, company successions and young companies



# Zentrales Innovationsprogramm Mittelstand (ZIM) / Central innovation programme for medium-sized enterprises



Relevant point of contact:  
[www.zim.de/ZIM/Navigation/  
DE/Kontakt-Service/Kontakt-ZIM/  
kontakt.html](http://www.zim.de/ZIM/Navigation/DE/Kontakt-Service/Kontakt-ZIM/kontakt.html)



[www.zim.de](http://www.zim.de)



Please use the upload portals  
provided by the project sponsors.



The grant for the network  
management of the “innovation  
networks” funding variant  
is subject to de-minimis rules  
(refer to page 144).

## AIM

- The innovative strength and competitiveness of SMEs (see page 144), of skilled crafts companies and professional freelancers are to be improved on a lasting basis. This is designed to contribute towards economic growth, in particular by tapping value-added potential and raising the level of application-orientated knowledge .
- This support by the Federal Ministry for Economic Affairs and Climate Action (BMWK) aims to:
  - motivate SMEs to step up their market-orientated research, development and innovation,
  - reduce the technical and commercial risks of R&D projects,
  - quickly transpose R&D results into marketable innovation,
  - promote collaboration between companies and research institutes, expand the transfer of knowledge and technology, foster commitment to R&D and synergies as well as other positive effects through collaboration in innovation networks,
  - improve innovation, co-operation and network management at these companies.

## WHO

- SMEs with business operations in Germany which, including associated or partner companies, fulfil the EU’s SME criteria at the time of application.
- Medium-sized enterprises with an operating facility in Germany who together with their affiliated or partner companies employ at the time of application a workforce of less than 1,000. Companies with a workforce of more than 500 are entitled to apply as long as they co-operate with an SME.
- Public and private, non-commercial German research facilities co-operating with a company receiving support

## WHAT

- Promotional funds are available for:
  - Individual projects: R&D activities by a single company to develop innovative products, processes or technical services without any restriction to certain technologies or industries. In addition, market launch services can be supported.





- Co-operation projects: R&D co-operation projects by least two companies or at least one company and a research institute to develop innovative products, processes or technical services without any restriction to certain technologies or industries. They should be carried out in a balanced partnership in which all of the partners contribute innovative services. In addition, market launch services can be promoted.
- Innovation networks: Management and organisation services for innovative networks as well as research and development projects initiated by the network. Networks must be made up of at least six companies that meet the criteria listed under “WHO” (in the case of international innovation networks at least four, in addition to which there must be other international partners). Research facilities, universities, other companies and institutes, such as associations and basic municipal government units, may also be involved.
- Feasibility studies with regard to an R&D project planned under the ZIM programme (eligible applicants: young enterprises, micro-enterprises, first-time grant recipient)
- Funding is granted as a non-repayable grant in the form of partial financing based on the costs eligible for funding.
- Maximum amount of eligible costs:
  - Individual projects: EUR 550,000 max.
  - Cooperation projects: EUR 450,000 max. per sub-project for companies; EUR 220,000 max. per sub-project for research institutions; EUR 2.3m max. per overall project
  - National innovation networks: up to EUR 420,000
  - International innovation networks: up to EUR 520,000
  - Feasibility studies: up to EUR 100,000 per company

#### HOW

- ↳ Applications must be submitted before the project starts and before contracts are signed by the project partners involved.
- ↳ Formal digital applications should be submitted to the local project sponsor.
- ↳ Applications can be submitted at any time.





TECHNOLOGY, RESEARCH AND DEVELOPMENT  
BUSINESS SUPPORT PROGRAMMES

# *Subsidies within the scope of labour-market policy*

## THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
SUBSIDIES WITHIN THE SCOPE  
OF LABOUR-MARKET POLICY



Important technical terms are explained in the [Glossary](#) (refer to page 144 and following).

# AFBG/Berufliches „Aufstiegs-BAföG“ / AFBG/Professional career development grant

Career Development Act (AFBG) as amended and promulgated on 12 August 2020  
(Federal Gazette I p. 1936)



## Bezirksamt Charlottenburg- Wilmerdorf von Berlin

Abteilung Bürgerdienste und Soziales  
Amt für Ausbildungsförderung  
(Dept. of Citizen Services and Social  
Affairs, Office for vocational training)  
Otto-Suhr-Allee 100, 10585 Berlin  
Tel. +49 (0) 30 / 90 29-10  
Responsible for the following  
districts: Mitte, Friedrichshain-  
Kreuzberg, Charlottenburg-  
Wilmerdorf, Spandau, Steglitz-  
Zehlendorf, Schöneberg-Tempelhof,  
Reinickendorf

## Bezirksamt Lichtenberg von Berlin

Abteilung Stadtentwicklung, Soziales,  
Wirtschaft und Arbeit  
Amt für Ausbildungsförderung  
(Dept. of Urban Development,  
Social Affairs, Economics and Labour,  
Office for vocational training)  
Alt-Friedrichsfelde 60  
Haus 2, 10315 Berlin  
Tel. +49 (0) 30 / 9 02 96-0  
Responsible for the following  
districts: Pankow, Treptow-  
Köpenick, Marzahn-Hellersdorf,  
Lichtenberg, Neukölln



[www.aufstiegs-bafoeg.de](http://www.aufstiegs-bafoeg.de)  
and  
[www.aufstiegs-bafoeg.de/  
aufstiegsbafoeg/de/aufstiegs-blog/  
aufstiegs-blog\\_node.html](http://www.aufstiegs-bafoeg.de/aufstiegsbafoeg/de/aufstiegs-blog/aufstiegs-blog_node.html)



[www.aufstiegs-bafoeg.de/de/  
afbg-aufstiegsgeschichten-  
dankafbg-werden-berufliche-  
trauemewahr-1705.html](http://www.aufstiegs-bafoeg.de/de/afbg-aufstiegsgeschichten-dankafbg-werden-berufliche-trauemewahr-1705.html)



[www.aufstiegs-bafoeg.de/de/  
antragsformulare-1702.html](http://www.aufstiegs-bafoeg.de/de/antragsformulare-1702.html)



[www.aufstiegs-bafoeg.de/  
de/antrag-online-stellen-  
1709.html](http://www.aufstiegs-bafoeg.de/de/antrag-online-stellen-1709.html)

## AIM

- Government funding under the Career Development Act (AFBG, Aufstiegsfortbildungsförderungsgesetz), also known as the 'professional career development grant', relates to advancement in the dual system of vocational education and training.
- Funding according to the AFBG is designed to financially facilitate professional advancement, especially above the level of journeymen, skilled workers and assistants.
- Since 1996, the AFBG has been the counterpart to the Federal Training Assistance Act (BAföG), which promotes school and academic education.

## WHO

- Support is available to participants in vocational training programmes who:
  - are preparing to train as a master craftsman/woman or industrial foreman/forewoman, educator, technician, commercial clerk, economist or to obtain one of more than 700 comparable higher qualifications and
  - meet with the requirements of the respective training regulations for exam admission or who qualify for the vocational training pursued (pre-qualification).
- Student drop-outs or school leavers without any other vocational training qualification but who have the work experience required under the training regulations are eligible for support under this programme. As a precondition, this option must be foreseen in the related training regulations
- This also applies to Bachelor graduates who are striving for advanced qualification and who meet the applicable requirements.
- Foreigners are eligible if they have their permanent place of residence in Germany and hold a specific residence title or a permanent residence permit, or if they have already resided legally in Germany for 15 months and have been gainfully employed. This includes the time spent in vocational training.
- There is no age limit.

## WHAT

- Support for full-time and part-time training consists of financial contributions to the costs of further training (course and examination fees, material costs of an examination project as a master craftsman or craftswoman), irrespective of income and assets.
- In addition, a financial contribution to living expenses is paid for full-time measures, depending on income and assets.
- Funding is always provided partly as a grant and partly as a low-interest loan from Kreditanstalt für Wiederaufbau (KfW).
- In order to finance teaching and examination fees, a sum amounting to the fees actually incurred of up to EUR 15,000 can be granted irrespective of income or assets. 50% of the support is paid as a grant and KfW issues



an offer for a low-interest bank loan to cover the remaining amount. The recipient's economic or financial situation is irrelevant for the awarding of the loan. The material costs of an examination project as a master craftsman or craftswoman can be funded up to EUR 2,000. 50% of the support is paid as a grant and KfW issues an offer for a low-interest bank loan to cover the remaining amount.

- ↳ The material costs of a master craftsman's examination project can be supported up to half the amount of the necessary costs with up to EUR 2,000. 50% of this support is paid as a grant. KfW issues an offer for a low-interest bank loan to cover the remaining amount.
- ↳ When participating in full-time measures, a contribution to living costs can also be approved. This contribution to living costs is irrespective of the income and assets of the participant and of his/her spouse or life partner. Support is provided as a grant of 100% and does not have to be repaid.
- ↳ The maximum monthly contribution to living costs for a single person currently totals EUR 892. This is made up of basic and housing need as well as an increase amount and allowances for health and nursing care insurance, if applicable.
- ↳ If applicants are married or live in a registered life partnership and are not permanently separated, this amount increases by a maximum monthly sum of EUR 235.
- ↳ If there are children entitled to children's allowance, the maximum monthly amount increases by EUR 235 per child.
- ↳ Single parents in full-time or part-time measures with children under the age of 14 or children with a disability living in their household are eligible for an additional flat-rate childcare allowance of EUR 150 as a grant. This allowance is independent of income or assets.

Loan release for successful examination and start-up:

- ↳ If the examination is successfully passed, an application can be submitted for release from 50% of the loan to cover teaching and examination fees still payable at this point in time.
- ↳ If a company is founded or taken over, or if freelance activities are commenced within three years after passing the exam, KfW can fully release (100%) the borrower (subject to application and proof) from the loan to cover training and examination fees which is not yet due for repayment at this time.

#### HOW

- ↳ Formal application.
- ↳ Education institutes other than public organisations or institutes supervised by the government are obliged to prove that they are applying a quality assurance system (section 2a AFBG).



# Arbeits- und Ausbildungsplätze für Schwerbehinderte / Jobs and training positions for the severely handicapped

Investment support for creating new jobs and training positions for the severely handicapped



## Landesamt für Gesundheit und Soziales

(Regional Office for Health  
and Social Affairs)

LAGeSo – Inklusionsamt

Turmstraße 21, Haus A, 10559 Berlin

T. 030 / 9 02 29-00

[inklusionsamt@lageso.berlin.de](mailto:inklusionsamt@lageso.berlin.de)

[www.integrationsaemter.de](http://www.integrationsaemter.de)

and

[www.berlin.de/lageso](http://www.berlin.de/lageso)



[www.berlin.de/lageso/  
behinderung/inklusionsamt-  
arbeit-und-behinderung/  
antragsformulare](http://www.berlin.de/lageso/behinderung/inklusionsamt-arbeit-und-behinderung/antragsformulare)

### AIM

- ↳ To create new jobs on the general labour market, in particular, for the long-term unemployed and particularly affected, severely handicapped persons

### WHO

- ↳ Employers creating a new job or training position for a severely handicapped person in the Federal Land of Berlin.

### WHAT

- ↳ Maximum grant of EUR 25,000 for each newly created job or training position with an employer contribution of at least 20% related to the disability-independent capital investment for this particular job or training position
- ↳ The costs for any additional measures which may be necessary due to the employee's disability are also usually paid in full by the relevant rehab sponsor.
- ↳ The jobs or training positions to be supported must be reserved for severely handicapped persons over a maximum period of three years depending on the conditions of the specific case.

### HOW

- ↳ Informal written application prior to hiring a severely handicapped person



## Ausbildungszuschuss / Training allowance

### AIM

- More training positions and higher training quality

### WHO

- Support is designed for companies that create training jobs:
  - within the scope of integrated training
  - in a profession where vocational training is located outside Berlin (marginal occupations)
  - for young people with disadvantages on the training market
  - for female trainees
  - for single parents
  - by taking over trainees from companies that have gone bankrupt or have shut down
  - for refugees
- Under this programme, allowances are within the scope of first-time vocational training with the exception of integrated training and support for refugees.

### WHAT

- Allowances
- Support for integrated training for each demonstrated day of training at the integration partner totals EUR 40 for each training contract, up to EUR 6,500 max. for a three-year training period or EUR 7,500 for a 3.5-year training period, up to EUR 2,500 max. for a two-year training period (exception). Integrated training in preparation of examination can be supported with up to EUR 400.
- Support for vocational training in marginal occupations totals EUR 12 for every demonstrated day of vocational school training.
- Support for disadvantaged young people totals:
  - 30% of the trainee's pay during the first year of training,
  - 30% of the trainee's pay during the second year of training,
  - 70% of the trainee's pay during the third year of training up to EUR 10,000 max.
- Support for women in a profession not typical for women totals 75% of the trainee's pay, however, no more than EUR 7,500.
- Support for single parents with at least one child up the age of twelve totals 75% of the trainee's pay, however, no more than EUR 7,500.
- Support for trainees from bankrupt companies/closed-down companies totals 75% of the trainee's pay, however, no more than EUR 5,000.
- Support for refugees amounts to EUR 2,000 for the first and third year of training and EUR 1,000 for the second year of training.

### HOW

- Formal applications to be submitted to Handwerkskammer Berlin (Chamber of Skilled Crafts and Small Businesses in Berlin).



### Handwerkskammer Berlin

(Chamber of Skilled Crafts and Small Businesses in Berlin)  
Förderung der Berufsausbildung im Land Berlin (FBB)  
Blücherstraße 68, 10961 Berlin  
Mr Norman Popp  
Tel. +49 (0) 30 / 2 59 03-3 81  
Mr Olav Maszull  
Tel. +49 (0) 30 / 2 59 03-3 82  
Ms Corinna Lehmann  
Tel. +49 (0) 30 / 2 59 03-3 83  
Ms Manuela Kuhne-Liebenow  
Tel. +49 (0) 30 / 2 59 03-3 84  
[fbb@hwk-berlin.de](mailto:fbb@hwk-berlin.de)  
[www.hwk-berlin.de](http://www.hwk-berlin.de)

Programme by **Senatsverwaltung für Integration, Arbeit und Soziales** (Senate Department for Integration, Labour and Social Affairs)  
Oranienstraße 106, 10969 Berlin



[www.berlin.de/sen/arbeit/ausbildung/berufsausbildung](http://www.berlin.de/sen/arbeit/ausbildung/berufsausbildung)



[www.hwk-berlin.de/fbb](http://www.hwk-berlin.de/fbb)



# Eingliederungszuschuss nach §§ 88ff. SGB III / Integration allowance pursuant to Sections 88 and following of the German Social Security Code, Volume Three (SGB III)

## Financial support for new recruitments



The addresses of the job centres in Berlin can be found here: [www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur](http://www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur)

Information and advice are also available from the Federal Employment Agency's Employer Service:  
Tel. +49 (0) 30 / 4 55 55 20 (toll free)  
[www.arbeitsagentur.de/unternehmen/arbeitgeber-service](http://www.arbeitsagentur.de/unternehmen/arbeitgeber-service)



[www.arbeitsagentur.de/unternehmen/foerderung-arbeitsaufnahme](http://www.arbeitsagentur.de/unternehmen/foerderung-arbeitsaufnahme)



[www.arbeitsagentur.de/datei/dok\\_ba013242.pdf](http://www.arbeitsagentur.de/datei/dok_ba013242.pdf)



[anmeldung.arbeitsagentur.de/](http://anmeldung.arbeitsagentur.de/)

### AIM

- Financial compensation for employers if an employee does not (yet) meet the respective requirements of the job when employment commences.

### WHO

- Companies offering regular jobs to workers in need of help.
- Workers in need of help are all persons who:
  - due to their person are more difficult to place in jobs and who underperform in the position to be filled
  - are recognised as severely handicapped, or who have an equivalent status, and who are particularly affected within the scope of section 104 (1), Nos. 3a-d of Volume IX of the Social Security Code (§ 104 Abs. 1 Nr. 3 a-d SGB IX).

### WHAT

- Allowance of 50% max. based on the regularly paid wage
- The allowance scope and sum is decided by the job centre (Agentur für Arbeit) in each case and is orientated towards the scope of the employee's reduced performance and the respective integration requirements.
- The share of total social insurance contribution payments is considered on a flat-rate basis.
- Support period: 12 months max.
- Additional options:
  - up to 36 months for people over the age of 50
  - 70% max. up to 24 months for disabled or severely disabled people
  - 70% max. up to 60 months for particularly affected severely disabled people, and up to 96 months for people over the age of 55,
- After 12 months, the allowance is reduced by 10%; in the case of older, particularly affected severely disabled people, after 24 months.
- The integration allowance must be paid back if employment is terminated during a subsidy term or during the subsequent term of employment (this does not apply to particularly seriously affected people with a severe handicap).
- The subsequent term of employment corresponds to the relevant support term, 12 months max.

### HOW

- Applications should be submitted to the job centre (Agentur für Arbeit) responsible for the district where the employer has its registered place of business.
- Applications by employers must be submitted at the latest before signing the employment contract
- There is no legal obligation to grant relief hereunder. Allowances can only be granted within the scope of the budgeted volume.





## Einstiegsqualifizierung nach § 54 a SGB III / Entrance qualification pursuant to section 54 a of Volume III of the German Social Security Code (§ 54 a SGB III)

### Support to prepare for in-company training

#### AIM

- ↳ Preparation and first steps towards vocational training
- ↳ Introduction to and deepening of fundamentals for acquiring working skills
- ↳ Acquisition of a chamber certificate for successful participation
- ↳ If applicable, introduction to vocational training modules for recognised vocational professions (in as far as such modules have already been developed by German Vocational Training Act [BBiG])

#### WHO

- ↳ Employers who provide entrance qualification
- ↳ Eligible applicants are people registered with the job centre (Agentur für Arbeit) looking for a training position but who
  - have limited placement prospects for individual reasons and were unable to find a training position even after the nationwide follow-up placement campaigns,
  - do not yet have all the qualifications needed for training,
  - have learning disabilities or
  - are socially disadvantaged.

#### WHAT

- ↳ A monthly allowance based on the EQ remuneration paid, plus a flat-rate share of the EQ trainee's average total contribution to social insurance which is recalculated each year but which remains constant for the duration of the individual support period
- ↳ The support period corresponds to the duration of the long-term internship (at least six months, and no more than 12 months).
- ↳ Assistance during training can also be granted to socially disadvantaged youths and youths with impaired learning capabilities.
- ↳ This support usually ends at the time the training year starts.

#### HOW

- ↳ Applications should be submitted to the job centre (Agentur für Arbeit) responsible for the district where the employer has its registered place of business.
- ↳ Applications by employers before the start of the EQ measure
- ↳ Conclusion of a qualification contract with a remuneration obligation pursuant to section 26 of the Federal Vocational Training Act (BBiG)
- ↳ The company issues a certificate after completion of the entrance qualification measure.
- ↳ The company must be able to qualify the EQ participants, but must not necessarily be qualified as a training facility.
- ↳ The EQ participant is required to attend a vocational school unless the school board has issued a waiver. This support is also paid during the vocational school teaching period.



The addresses of the job centres in Berlin can be found here:

[www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur](http://www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur)

Information and advice are also available from the Federal Employment Agency's Employer Service:

Tel. +49 (0) 30 / 4 55 55 20 (toll free)

[www.arbeitsagentur.de/unternehmen/arbeitgeber-service](http://www.arbeitsagentur.de/unternehmen/arbeitgeber-service)



[www.arbeitsagentur.de/unternehmen/ausbildung/betrieb/einstiegsqualifizierung-arbeitgeber](http://www.arbeitsagentur.de/unternehmen/ausbildung/betrieb/einstiegsqualifizierung-arbeitgeber)

Further vocational training support:

[www.arbeitsagentur.de/unternehmen/finanziell/foerderung-ausbildung](http://www.arbeitsagentur.de/unternehmen/finanziell/foerderung-ausbildung)



[www.arbeitsagentur.de/datei/dok\\_ba013244.pdf](http://www.arbeitsagentur.de/datei/dok_ba013244.pdf)



[anmeldung.arbeitsagentur.de](http://anmeldung.arbeitsagentur.de)



# Förderung von Langzeitarbeitslosen nach § 16i/e SGB II / Support for the long-term unemployed according to section 16i/e of Volume II of the Social Security Code



The addresses of the Berlin's Job Centers can be found here:  
[service.berlin.de/jobcenter](https://service.berlin.de/jobcenter)

Information and advice are also available from the Federal Employment Agency's Employer Service:  
Tel. +49 (0) 30 / 4 55 55 20 (toll free)  
[www.arbeitsagentur.de/unternehmen/arbeitgeber-service](https://www.arbeitsagentur.de/unternehmen/arbeitgeber-service)



[www.arbeitsagentur.de/unternehmen/finanziell/foerderung-von-langzeit-arbeitslosen](https://www.arbeitsagentur.de/unternehmen/finanziell/foerderung-von-langzeit-arbeitslosen)

## AIM

- ↳ Sustainable integration of long-term unemployed people in the first labour market with two support instruments in accordance with the Equal Opportunities Act (THCG, Teilhabechancengesetz)

## WHO

- ↳ Companies that employ long-term unemployed people in regular jobs (full-time and part-time)

## WHAT

- ↳ Support instrument 1: Integration of long-term unemployed persons according to section 16e of Volume II of the Social Security Code (§16e SGB II) who have been unemployed for at least two years unemployed:
  - Wage subsidy for two years: 75% in the first year, 50% in the second
  - Employment coaching during the two years for recipient employees (release from work is obligatory in the first six months)
  - Maximum grant of 100% towards the costs of further professional development if such support is provided to the employee during employment
- ↳ Support instrument 2: Integration of long-term unemployed persons according to section 16i of Volume II of the Social Security Code (§ 16i SGB II) who are over the age of 25, have been unemployed for many years and have received unemployment pay II:
  - Wage subsidy for five years: 100% in the first and second year, 90% in the third, 80% in the fourth, 70% in the fifth
  - Employment coaching for up to five years for recipient employees (release from work is obligatory for the entire first year)
  - Maximum grant of EUR 3,000 towards the costs of further professional development if such support is provided to the employee during employment

## HOW

- ↳ Applications should be submitted to the job centre ([Agentur für Arbeit](#) see page 146).



## Landesprogramm Mentoring / Mentoring programme by the Federal State

### Securing training success - avoiding dropouts

#### AIM

- Support for projects that offer mentoring to trainees as an early and preventive measure to stabilise training and to strengthen young people's skills, so that they can successfully complete training. Volunteer mentors support trainees in mastering the challenges on the job and at vocational schools by developing their own skills and pursuing the goals they have set themselves.

#### WHO

- Training companies who are looking for mentoring for a trainee
- Young people who have signed a training contract in an occupation recognised under the German Vocational Training Act or the Skilled Crafts Code and who are training in an occupation in one of the following industries or vocational sectors:
  - Hotel, catering, tourism
  - Construction industry
  - Safety and security
  - Health
  - Services

#### WHAT

- A voluntary mentor is assigned to the trainee who will work with the trainee and address the situation in a personal and trust-based manner.
- In a 1:1 situation, trainees will learn to meet the requirements of the company in the same way as those of the vocational school. They also learn to develop their own skills and pursue the goals set.
- Even in difficult personal situations in the trainee's private life, the mentor can provide stability and help the trainee to successfully complete training.

#### HOW

- The projects offered by various sponsors are presented for selection on the website of the programme.
- Selecting a project that focuses on the sector where training positions are offered
- Send an e-mail or call.



#### **zgs consult GmbH**

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<https://www.zgs-consult.de>



[www.landesprogramm-mentoring.de](http://www.landesprogramm-mentoring.de)



[www.landesprogramm-mentoring.de/media/de/bf2020\\_Mantelflyer.pdf](http://www.landesprogramm-mentoring.de/media/de/bf2020_Mantelflyer.pdf)



# Landeszuschuss für kleine und mittlere Unternehmen / Federal-state allowance for small and medium-sized enterprises

supported by Berlin's Senate Department for Integration, Labour and Social Affairs



## zgs consult GmbH

Bernburger Straße 27, 10963 Berlin

Mr Andres Coral

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[a.coral@zgs-consult.de](mailto:a.coral@zgs-consult.de)

<https://www.zgs-consult.de>



[www.landeszuschuss-kmu.de](http://www.landeszuschuss-kmu.de)



Subject to de-minimis rules  
(refer to page 144).

## AIM

- Financial support to strengthen small and medium-sized enterprises (SMEs, see page 144) in Berlin and to create more good, i.e. regular, jobs for people with a minimum wage and full-time employment.

## WHO

- Allowances for jobs are available to non-affiliated SMEs based in Berlin if they hire people who live in Berlin and fulfil the following requirements:
  - Unemployed people who have been out of work for at least six months
  - Employees in job promotion measures according to sections 16e and 16i of Volume II of the German Social Security Code [§ 16e, 16i SGB II] as well as participants in other measures according to section 16d of the above code
  - Participants taking part in a supported vocational training measure.
  - Salaried employees, people in mini jobs and self-employed people if they receive supplemental unemployment pay II.
- In order to receive the federal-state allowance, SMEs must fulfil the following conditions, among others:
  - The weekly working time is at least 35 hours (full-time).
  - The respective applicable statutory state minimum wage is paid.
  - The operating site is located in Berlin.
  - No redundancies for operational reasons in the last six months.
  - Trainees were taken on in the last six months.

## WHAT

- Allowances are granted based on the gross wage costs.
- The allowance amount depends on the gross wage and the type of employment.
- The higher the gross wage is above the statutory minimum wage in Berlin, the higher the allowance.
- Permanent employment contracts: EUR 15,000 max. for 30 months at the most
- Temporary employment contracts: EUR 5,000 for 12 months at the most
- There is no obligation to continue employment.

## HOW

- Formal application
- The work contract can commence before approval at the company's own risk.
- The minimum support term totals 12 months.



## WEITER.BILDUNG! / FURTHER.TRAINING!

### Qualification Offensive of the Federal Employment Agency

#### AIM

- ↳ To secure and improve the competitiveness of companies by supporting the further professional development of employees with limited skills or of older employees

#### WHO

- ↳ Companies investing in the further professional development of their low-skilled or older employees

#### WHAT

- ↳ The Qualification Offensive offers
  - extended access to professional development support
  - grant towards training costs (from 15% max. to up to 100% max. depending on the size of the company and other conditions)
  - grant towards wages during further professional development (from 25% max. to up to 100% max. depending on the size of the company and other conditions)
  - regardless of the size of the company, higher grants in the case of qualification agreements between the social parties and/or increased need for further training
- ↳ Support is provided for the further professional development of employees while wages continue to be paid.
- ↳ As a precondition, employees are required to complete more than 120 hours of further professional development.
- ↳ The implementation of the qualification measure can be arranged in a flexible way in terms of training times, such as full-time, part-time or in-service.
- ↳ Please contact the job centres (Agentur für Arbeit) about the support that is possible for your company.

#### HOW

- ↳ Applications should be submitted to the job centre (Agentur für Arbeit) responsible for the district where the employer has its registered place of business.
- ↳ If several employees are participating, collective applications can be submitted.



The addresses of the job centres in Berlin can be found here:

[www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur](http://www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur)

Information and advice are also available from the Federal Employment Agency's Employer Service:

Tel. +49 (0) 30 / 4 55 55 20 (toll free)

[www.arbeitsagentur.de/unternehmen/arbeitgeber-service](http://www.arbeitsagentur.de/unternehmen/arbeitgeber-service)



[www.arbeitsagentur.de/unternehmen/finanziell/foerderung-von-weiterbildung](http://www.arbeitsagentur.de/unternehmen/finanziell/foerderung-von-weiterbildung)



[www.arbeitsagentur.de/datei/flyer-weiterbildung-qualifizierungsoffensive\\_ba146654.pdf](http://www.arbeitsagentur.de/datei/flyer-weiterbildung-qualifizierungsoffensive_ba146654.pdf)

and [www.arbeitsagentur.de/datei/merkblatt-6-weiterbildung\\_ba015381.pdf](http://www.arbeitsagentur.de/datei/merkblatt-6-weiterbildung_ba015381.pdf)



SUBSIDIES WITHIN THE SCOPE  
OF LABOUR-MARKET POLICY  
BUSINESS SUPPORT PROGRAMMES



# *Consultancy and in-house training*

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THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
CONSULTANCY AND IN-HOUSE TRAINING



Important technical terms are explained in the Glossary (refer to page 144 and following).

# Beratungsförderung / Consultancy allowance

Guideline of the Federal Ministry for Economic Affairs and Climate Action  
for the promotion of consulting services for SMEs



## Bundesamt für Wirtschaft und Ausfuhrkontrolle

Referat 413  
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65760 Eschborn  
Tel. +49 (0) 61 96 / 9 08-15 70  
[foerderung@bafa.bund.de](mailto:foerderung@bafa.bund.de)  
[www.bafa.de/unb](http://www.bafa.de/unb)



Support according to the  
Funding Guideline of the  
Federal Ministry for Economic  
Affairs and Climate Action  
(BMWK);  
Approval and payment of  
grants from the Federal Office  
of Economics and Export  
Control (BAFA);  
The grant for consulting  
costs can be applied for until  
the funding guideline expires  
on 31 December 2026.



[fms.bafa.de/BafaFrame/  
unternehmensberatung](https://fms.bafa.de/BafaFrame/unternehmensberatung)



Subject to de-minimis rules  
(refer to page 144).

### AIM

- Small and medium-sized enterprises (SMEs, see page 144) as well as freelance professionals receive an allowance to cover consultancy fees. This allowance is designed to entice them to make use of external expertise in order to increase their performance and competitiveness and to assist them in adapting to changed economic conditions.

### WHO

- The promotion of consulting services is aimed at small and medium-sized legally independent enterprises that have their registered office and business operations in the Federal Republic of Germany.
- The company or the company together with a partner or affiliated company may not exceed the limits for staff and annual turnover or balance sheet sum.

### WHAT

- Consulting services for young and established SMEs can be promoted within the scope of all economic, financial, personnel and organisational issues concerning company management.
- Funding is available for each applicant SME for a maximum of two consultations per year and a total of no more than five consultations during the period of validity of the Guideline (31 December 2026). Consulting may not last longer than five days. The consulting days do not have to be consecutive. The measure can be extended and billed over the entire support period (maximum of six months).
- Each support measure must be carried out as an individual consulting service, seminars or workshops alone are not considered. The consulting service must be documented by the consultant in a written report.
- The support amount is orientated towards the maximum relevant consulting costs (eligible costs) and the company's location.





Location	Max. consulting costs eligible	Support rate <sup>1</sup>	Max. Grant
<b>New federal states</b>	EUR 3,500	80%	EUR 2,800
Without the Federal State of Berlin			
Without the Leipzig region			
With the Lüneburg region			
With the Trier region			
<b>Old federal states</b>	EUR 3,500	50%	EUR 1,750
Without the Lüneburg region			
Without the Trier region			
With the Federal State of Berlin			
With the Leipzig region			

#### HOW

- Applications are submitted online using BAFA's application platform
- Applications are pre-examined by a liaison office and the result is communicated to the applicant
- After this, a consulting agreement can be signed and/or consulting services commenced. Retroactive support is not possible.
- Companies that have been active on the market for less than one year at the time of application must take part in a free informational interview with a regional contact person of their choice by the time they submit their proof of use. Companies that have been active on the market for more than one year can conduct such an interview.
- After consultancy services have been provided, evidence of use must be submitted online within six months via BAFA's application platform.
- The liaison office pre-checks the documents and passes these on to BAFA.
- The grant is approved and paid following final examination by BAFA.



# BMWK-Innovationsgutscheine (go-Inno) / BMWK Innovation vouchers (go-Inno)



## EURONORM GmbH

Stralauer Platz 34, 10243 Berlin  
Tel. +49 (0) 30 / 9 70 03-2 00  
[go-inno@euronorm.de](mailto:go-inno@euronorm.de)  
[www.innovation-beratung-foerderung.de](http://www.innovation-beratung-foerderung.de)



[www.innovation-beratung-foerderung.de/INNO/Navigation/DE/go-inno/go-inno](http://www.innovation-beratung-foerderung.de/INNO/Navigation/DE/go-inno/go-inno)

## AIM

- Boost the innovative strength and competitiveness of the companies advised, to protect jobs or create new jobs by professionalising innovation management
  - Reduce technical and economic risks
  - Create and improve internal conditions for the successful implementation of innovation projects
  - Reduce transaction costs for technology collaboration

## WHO

- Companies from the commercial and industrial sector including skilled crafts with fewer than 100 employees, annual turnover or an annual balance sheet sum of EUR 20m max. and a facility or branch office in Germany

## WHAT

- Funding is provided for external consulting services by authorised consultancy firms in order to prepare and implement product and technical process innovations at companies with technological potential.
- Consulting services are offered in two phases:
  - Service phase 1: Potential analysis (including strengths/weaknesses profile, marketability, time requirements, financing plan)
  - Service phase 2: Implementation concept (including technology assessment, preparation of collaboration, creative workshop, enabling the establishment or expansion of innovation management)

## HOW

- Only consultancy firms authorised by the Federal Ministry for Economic Affairs and Climate Action are authorised to provide services under the BMWK innovation voucher (go-Inno) programme.
- If you are interested, enter into a consulting service agreement with an authorised consultancy firm.
- You can then redeem the BMWK innovation voucher and receive consulting services.
- The consultancy firm takes care of invoicing the innovation project for you.
- Support is provided in the form of vouchers to cover up to 50% of the (net) expenditure on consulting services. The vouchers are therefore a fully valid substitute means of payment. You as the recipient of consulting services only pay your own share.



## Coaching BONUS

### AIM

- Targeted coaching projects at companies or start-ups in order to enable them to master entrepreneurial challenges.
- This coaching ranges from the business idea right through to the corporate strategy and growth, from aspects of internationalisation to succession.
- The selected coaches' concrete knowledge, experience and networks provide the necessary "self-aid" in an interactive work approach.
- The company's competitiveness is to be strengthened in the long term.

### WHO

- Founders and established small and medium-sized enterprises (SMEs, see page 144) with a strong technological focus, companies from the creative industries and companies from the social economy
- Internationalisation and succession are accompanied in all sectors.
- Founders or SMEs must have their registered office or an operating facility in Berlin.

### WHAT

- Support is available for specifically defined coaching projects that are designed to qualify the people working at the company to successfully master entrepreneurial challenges and commercial tasks.
- The applicant may favour a coach. The coach is finally assigned by IBB Business Team GmbH.
- The coach's fee eligible for support is limited to a maximum daily rate of EUR 1,000.
- The funds are made available as a project-specific grant of 80% or, in the case of companies that have been in business for more than five years, 50% of the daily rate eligible for support. First-time recipients of the Coaching BONUS receive a 100% grant for the first two days to the amount of the eligible daily rate.
- The accumulated maximum number of coaching days eligible for support is 20 for a company or start-up.

### HOW

- Applications must be submitted online.
- Preference must be given to financing options offered under programmes by the federal government.
- If projects and content are clearly distinguishable, several support measures can be used parallel.



#### IBB Business Team GmbH Coaching BONUS

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[www.ibb-business-team.de/  
coaching-bonus](http://www.ibb-business-team.de/coaching-bonus)



[www.ibb-business-team.de/  
coaching-bonus/antragstellung-  
rechtliches](http://www.ibb-business-team.de/coaching-bonus/antragstellung-rechtliches)



[https://ibb-bt.antrags-  
verwaltung.de/login.php](https://ibb-bt.antragsverwaltung.de/login.php)



Subject to de-minimis rules  
(refer to page 144).



Suitable for start-ups,  
company successions  
and young companies



# ENEО – Energieberatung für Effizienz und Optimierung / ENEО – Energy consulting for efficiency and optimisation



## IBB Business Team GmbH

ENEО – Energieberatung  
für Effizienz und Optimierung  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-2365  
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[www.ibb-business-team.de/eneo](http://www.ibb-business-team.de/eneo)



You can find ENEО energy  
consultants here:  
[www.ibb-business-team.de/  
/eneo/energieberater-pool](http://www.ibb-business-team.de/eneo/energieberater-pool)



[www.ibb-business-team.de/  
eneo/antragstellung-rechtliches](http://www.ibb-business-team.de/eneo/antragstellung-rechtliches)



[https://ibb-bt-welmo.  
antragsverwaltung.de/  
login.php](https://ibb-bt-welmo.antragsverwaltung.de/login.php)



Subject to de-minimis rules  
(refer to page 144).

## AIM

- Property owners in Berlin receive support for their energy-efficient building renovation projects.

## WHO

- Owners of owner-occupied residential buildings and apartment buildings:
  - Private landlords
  - Housing associations
  - Home-owner communities
  - Housing companies
  - Private investors

## WHAT

- Support covers three pillars:
  - Energy consulting by experts
  - A grant for the preparation of energy assessments
  - Individual and free-of-charge support before refurbishment
- The grant amount depends on the number of residential units in the building in question
- Payment in two instalments

## HOW

- Applications are submitted via the electronic application system.
- The energy assessments can only be carried out by ENEО energy consultants who are listed in ENEО's pool of energy consultants.
- An energy assessment may not be commissioned until after the application has been submitted.



## Energieberatung für Nichtwohngebäude, Anlagen und Systeme (EBN) / Energy consulting for non-residential buildings, installations and systems (EBN)

### Initiative Energy Efficiency

#### AIM

- Qualified energy efficiency consulting services aim to reduce information deficits, identify energy saving potential and implement energy savings.

#### WHO

- Small and medium-sized enterprises (SMEs, see page 144)
- Freelance professionals with their registered office and business operations in Germany
- Municipal regional authorities and special-purpose associations
- Non-profit organisations
- Religious communities with corporate status
- Non-SMEs whose total energy consumption per year does not exceed 500,000 kilowatt hours

#### WHAT

- Grant towards the cost of energy consulting in three modules:
  - Module 1: Energy audit DIN EN 16247
  - Module 2: Energy consulting DIN V 18599
  - Module 3: Contracting orientation advice
- The modules can be taken independently of each other.
- Grant amount for module 1:
  - for annual energy costs of up to EUR 10,000 (net): 80%, EUR 1,200 max.
  - for annual energy costs in excess of EUR 10,000 (net): 80%, EUR 6,000 max.
- Grant amount for module 2:
  - Net floor space of less than 200 sqm.: 80%, EUR 1,700 max.
  - Net floor space of between 200 and 500 sqm.: 80%, EUR 5,000 max.
  - Net floor space of more than 500 sqm.: 80%, EUR 8,000 max.
- Grant amount for module 3:
  - for annual energy costs of up to EUR 300,000 (net): 80%, EUR 7,000 max.
  - for annual energy costs in excess of EUR 300,000 (net): 80%, EUR 10,000 max.
- Funding for energy consulting for the same applicant or organisation and the same subject matter may be reapplied for no sooner than four years after payment of funding previously granted under this Directive or the respective predecessor Directive.

#### HOW

- Application details and documents as well as a list of energy-saving coaches approved by BAFA can be found in the contact information.
- Applications can also be submitted by the coach if the required authorisation is presented.



#### Bundesamt für Wirtschaft und Ausfuhrkontrolle

Referat (Division) 515 -  
Energy Consulting  
Frankfurter Straße 29-35  
65760 Eschborn  
+49 (0) 61 96 / 9 08 18 80  
[EBN@bafa.bund.de](mailto:EBN@bafa.bund.de)  
[www.bafa.de](http://www.bafa.de)



[www.energie-effizienz-experten.de](http://www.energie-effizienz-experten.de)



[www.bafa.de/ebn](http://www.bafa.de/ebn)



[fms.bafa.de/BafaFrame/upload](https://fms.bafa.de/BafaFrame/upload)



Subject to de-minimis rules  
(refer to page 144).



# Fachstelle für Qualifizierungsberatung in kleinen und mittleren Unternehmen / Specialist office for qualification guidance in small and medium-sized enterprises

supported by Berlin's Senate Department for Integration, Labour and Social Affairs



## GesBiT - Gesellschaft für Bildung und Teilhabe mbH

Karl-Marx-Straße 122, 12043 Berlin

Ms Susann Kürschner

Project manager

Service telephone:

+49 (0) 30 / 2 03 89 94 49

[qualifizierungsberatungKMU@gesbit.de](mailto:qualifizierungsberatungKMU@gesbit.de)

[gesbit.de](http://gesbit.de)

[www.gesbit.de](http://www.gesbit.de)



Professional consulting for all those interested in further vocational training in Berlin:

[beratung-bildung-beruf.berlin](http://beratung-bildung-beruf.berlin)

### AIM

- Small and medium-sized enterprises (SMEs, see page 144) systematically use further professional qualification as a key element of sustainable human resources development.
- SMEs combine their development needs and objectives with suitable instruments and methods to develop human resources and secure skilled workers and to these ends use further training and qualification measures.
- SMEs can plan, implement and evaluate made-to-measure qualification measures and offers.
- SMEs know and use funding opportunities to plan and implement further professional qualification measures.
- SMEs are aware of the fact that low-skilled and elderly people as well as refugees constitute a human resource.

### WHO

- Entrepreneurs and employees of SMEs
- Personnel and training managers at SMEs
- Representation bodies at companies
- Expert public

### WHAT

- Free on-site consultancy and support, independent of specific providers
- Consultancy services regarding training needs and qualifications (job situation, company qualifications) for employees
- Consultancy services regarding possible vocational qualifications (individual company retraining, post-qualification, modular qualification with the aim of obtaining a vocational qualification parallel to employment)
- Consultancy services regarding current funding opportunities, financing and relevant terms and conditions
- Consultancy services regarding the implementation of company training objectives, training needs analysis, further professional qualification strategy
- Consultancy services regarding access to first points of contact and referral of relevant contacts in other enterprise-specific matters
- Advice on setting up and optimising the “Human Resources and Further Education” management process
- Making companies aware of low-skilled and older employees and of occupational health management

### HOW

- Queries handled by phone or e-mail
- Advice by video, telephone, in person and by e-mail
- Monthly dialogue workshop on current funding with regard to continuing vocational training and beyond (offline and online)



**AIM**

- ↳ Support for small and medium-sized enterprises (SMEs, see page 144) and skilled craft businesses in the process of digitalisation.
- ↳ Firms licensed to provide consulting services under this support programme advise SMEs and subsequently implement the measures agreed upon in this context.

**WHO**

- ↳ Non-affiliated SMEs in the commercial or skilled crafts sector with:
  - a workforce of less than 100 at the time the contract is signed (including all partner companies and affiliated companies),
  - annual sales or an annual balance-sheet amount of no more than EUR 20m,
  - a registered office or operating facility in Germany,
  - eligibility for support subject to de-minimis rules (refer to page 144).

**WHAT**

- ↳ The consulting services are always linked to the concrete implementation of the co-ordinated measures and can be carried out in five modules:
  - Digitalisation strategy
  - IT security
  - Digitised business processes
  - Data competence (“go-data”)
  - Digital market development
- ↳ A support rate of up to 50% is granted for a maximum daily rate of EUR 1,100 for consultancy services in one or more modules.
- ↳ The companies that qualify for support pay only their own share to the consultancy company.
- ↳ Support is provided for a maximum of 30 consulting days.
- ↳ The support period should not exceed six months.

**HOW**

- ↳ An up-to-date map with location information provides information about authorised consultancy companies.
- ↳ This means that the authorised consultancy company submits the application for support.
- ↳ The consultancy company relieves you of the formalities – from the application for support to proof of use.
- ↳ Consultancy companies may apply for authorisation if they meet the necessary requirements and wish to take part in the programme.

**EURONORM GmbH**

Stralauer Platz 34, 10243 Berlin  
Tel. +49 (0) 30 / 9 70 03-3 33  
[go-digital@euronorm.de](mailto:go-digital@euronorm.de)  
[www.bmwk-go-digital.de](http://www.bmwk-go-digital.de)



[www.bmwk-go-digital.de/beraterkarte](http://www.bmwk-go-digital.de/beraterkarte)



[youtu.be/HCbDO6A1vkU](https://youtu.be/HCbDO6A1vkU)



[www.innovation-beratung-foerderung.de/INNO/Navigation/DE/go-digital/Dokumente/dokumente](http://www.innovation-beratung-foerderung.de/INNO/Navigation/DE/go-digital/Dokumente/dokumente)



[foerderportal.bund.de/easyonline](http://foerderportal.bund.de/easyonline)



Subject to de-minimis rules (refer to page 144).



# INQA Coaching

A programme for the digital future



## Initiative Neue Qualität der Arbeit (INQA)

c/o Federal Ministry of  
Labour and Social Affairs  
53107 Bonn  
[info@inqa.de](mailto:info@inqa.de)  
[www.inqa.de](http://www.inqa.de)



[www.inqa.de/DE/handeln/inqa-coaching/uebersicht.html](http://www.inqa.de/DE/handeln/inqa-coaching/uebersicht.html)



Subject to de-minimis rules  
(refer to page 144).

### AIM

- Small and medium-sized enterprises (SMEs, see page 144) can easily access the digital future thanks to customised and participation-orientated coaching and by learning an agile method.
- INQA Coaching is the successor programme to the successful ESF programme unternehmensWert:Mensch (uWM), especially the uWM plus programme branch. The programme is designed to help people understand digitalisation.
- Companies are supported during the development of customised solutions to master the challenge of digital transformation as well as in securing skilled workers and shaping an employee-orientated and future-proof corporate culture.

### WHO

- Small and medium-sized enterprises (SMEs) with their registered office and place of work in Germany that have been on the market for at least two years and have employed at least one person full-time in a regular job
- This is calculated on the basis of annual standard work units.

### WHAT

- Funding is provided for coaching with up to twelve consulting days of eight hours each within a sevenmonth period, which can be individually scheduled.
- 80% grant for one consulting day, max. EUR 1,200 EUR net
- Ancillary costs, for instance, expenses for travel and consumables, are not eligible for funding.

### HOW

- Free initial consulting at an INQA consulting office in Berlin. The addresses can be found on the website.
- If after checking eligibility for support a consulting voucher is issued during this meeting, financial support will then be provided for subsequent coaching.
- Further grant-related and programme-specific coaching requirements must be observed for the grant to be awarded.





## Potenzialberatung / Potential development advice

### AIM

- To advise companies with regard to improving their competitiveness and prospects for the future

### WHO

- Small and medium-sized enterprises in the manufacturing sector and product-near services sector, skilled crafts businesses and companies in the digital economy (SMEs, see page 144)

### WHAT

- Allowance for external consultancy services (basic and advanced consultancy)
- The allowance totals 50% of the consultancy costs charged (excluding VAT, travel/ancillary costs), however, limited to a maximum of EUR 8,000 per measure, i.e. a maximum of EUR 16,000 per applicant for basic and advanced consulting services.

### HOW

- Applications must be submitted jointly by management and the employees' representative
- Applications must be submitted to the IG Metall union or Verband der Metall- und der Elektroindustrie Berlin und Brandenburg e. V. (association of the metal and electrical engineering industry in Berlin and Brandenburg) prior to commencing consulting services.
- Skilled crafts businesses must always submit their applications to the Chamber of Skilled Crafts.
- Applications are checked and subsequently passed on to Senatsverwaltung für Wirtschaft, Energie und Betriebe (Senate Department for Economics, Energy and Public Enterprises).



### IG Metall

#### Verwaltungsstelle Berlin

Alte Jakobstraße 149, 10969 Berlin

Tel. +49 (0) 30 / 2 53 87-1 01

[anke.paul@igmetall.de](mailto:anke.paul@igmetall.de)

[www.igmetall-berlin.de](http://www.igmetall-berlin.de)

#### Verband der Metall- und Elektroindustrie

#### Berlin-Brandenburg e. V.

Am Schillertheater 2, 10625 Berlin

Tel. +49 (0) 30 / 31 00-51 27

[jeske@vme-net.de](mailto:jeske@vme-net.de)

[www.vme-net.de](http://www.vme-net.de)

#### Handwerkskammer Berlin

Blücherstraße 68, 10961 Berlin

Tel. +49 (0) 30 / 2 59 03-4 64

[els@hwk-berlin.de](mailto:els@hwk-berlin.de)

[www.hwk-berlin.de](http://www.hwk-berlin.de)

Further information at

#### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics, Energy and Public Enterprises)

Referat IV D

Martin-Luther-Straße 105, 10825 Berlin

Tel. +49 (0) 30 / 90 13-84 13

[sarah.erdmenger@senweb.berlin.de](mailto:sarah.erdmenger@senweb.berlin.de)

[www.berlin.de/sen/wirtschaft](http://www.berlin.de/sen/wirtschaft)



The funding guideline from 2016 is currently being revised. With the future guideline, there may be changes to this funding offer. Please go to the following internet pages for more information:

[www.igmetall-berlin.de/potenzialberatung](http://www.igmetall-berlin.de/potenzialberatung)

and

[www.vme-net.de/foerderung/potenzialberatung](http://www.vme-net.de/foerderung/potenzialberatung)

and

[www.berlin.de/sen/wirtschaft/potenzialberatung](http://www.berlin.de/sen/wirtschaft/potenzialberatung)



Subject to de-minimis rules (refer to page 144).



# Zukunftszentrum Berlin / Berlin Future Centre

Shaping digital working environments



## Zukunftszentrum Berlin – digitale Arbeitswelten gestalten

Tel. +49 (0) 30 / 4 17 49 86-36

[zukunftszentrum-berlin@f-bb.de](mailto:zukunftszentrum-berlin@f-bb.de)

[www.zukunftszentrum-berlin.de](http://www.zukunftszentrum-berlin.de)



The Future Centre is being implemented in a social partnership consortium by the Research Institute for Vocational Education and Training (f-bb) at the Berlin location in conjunction with the Business Training Academy (FAW) and Work and Life (AuL).

The Future Centre Berlin is funded by the Federal Ministry of Labour and Social Affairs (BMAS) within the framework of the “Future Centres (AI)” guideline as part of the Federal Government’s AI strategy and co-financed by the Senate Department for Integration, Labour and Social Affairs with funds from the Federal Land of Berlin.



Subject to de-minimis rules (refer to page 144).



Suitable for start-ups, company successions and young companies

## AIM

- Small and medium-sized enterprises in Berlin are shown the potential that digitalisation can offer for their economic success through advice, learning opportunities and support when selecting innovative technologies. To achieve this, the Future Centre connects and bundles existing structures as well as advisory and qualification services in Berlin.
- The Future Centre focuses on people. Employees are involved in the process from the beginning.
- The project network is based on social partnership and co-operation.

## WHO

- Managers, employees and interest groups in Berlin’s SMEs (see page 144)
- Companies in the tourism, care, health and social economy sectors as well as the solo self-employed are not included.

## WHAT

- Support with a holistic approach in the operational change process through:
  - Free consulting
  - In-company learning opportunities
  - Testing of applications, for instance, for artificial intelligence (AI)
  - Various event formats, including digital formats
  - Learning and experimentation rooms
- Guidance formats, learning opportunities and trials can be used individually or as a coupled process.
- Consultancy: A company can avail of five days or 40 consulting hours.
- The learning opportunities include the following modules:
  - Shaping good cooperation in the workforce through mindful HR management
  - Introduction to creative and agile working methods as well as digital learning methods and tools
  - Digital solutions for employee representatives
  - Making companies crisis-proof
  - Supporting staff health

## HOW

- Contact can be made by e-mail and telephone.
- Support is documented in consultation with the Future Centre.
- On the web portal [www.zukunftszentrum-berlin.de](http://www.zukunftszentrum-berlin.de) you can find existing funding and support offers related to digitalisation in the Federal State of Berlin.



## Beratungsangebote der Bezirksämter / Consultancy services by the district authorities



### Charlottenburg-Wilmersdorf von Berlin district authorities

District Mayor  
- Wirtschaftsförderung / Business development -  
Otto-Suhr-Allee 100, 10585 Berlin  
Mr F. Niecke, Ms J. Saleh Zaki  
Tel. +49 (0) 30 / 90 29 -1 31 14 / -1 31 10  
[wirtschaftsfoerderung@charlottenburg-wilmersdorf.de](mailto:wirtschaftsfoerderung@charlottenburg-wilmersdorf.de)

#### Berlin Partner - business service for the Charlottenburg-Wilmersdorf district

Ms M. Schwausch, Tel. +49 (0) 30 / 90 29-1 31 11  
[mandy.schwausch@berlin-partner.de](mailto:mandy.schwausch@berlin-partner.de)

- ↳ Consulting and pilot services for existing small and medium-sized enterprises in the district
- ↳ Events, networks, round tables (including business talks and umbrella work groups of owners of businesses located in shopping streets)
- ↳ Support for setting up shopping street representations
- ↳ Advice for founders

Further offers, information and appointments:  
[www.berlin.de/ba-charlottenburg-wilmersdorf](http://www.berlin.de/ba-charlottenburg-wilmersdorf)



### Friedrichshain-Kreuzberg von Berlin district authorities

Abt. Wirtschaft, Ordnung, Schule und Sport  
- Wirtschaftsförderung / Business development -  
Frankfurter Allee 35/37, 10247 Berlin  
Ms M. Nowak, Ms K. Klisch  
Tel. +49 (0) 30 / 9 02 98-22 73 / -40 14  
[wifoe@ba-fk.berlin.de](mailto:wifoe@ba-fk.berlin.de)

#### Berlin Partner - business service for the Friedrichshain-Kreuzberg district

Mr J. Lauterbach, Tel. +49 (0) 30 / 9 02 98-41 17  
[jens.lauterbach@berlin-partner.de](mailto:jens.lauterbach@berlin-partner.de)

- ↳ Central contact and co-ordination unit of the district administration for consulting and support for investors, existing companies and founders
- ↳ Advice and support for companies, investors and others interested in moving to the district
- ↳ Advice and support for starting up in business
- ↳ Accompanying business-relevant projects in the district
- ↳ Support for networks
- ↳ Regular meetings for companies in the district
- ↳ Initiation and implementation of projects

Further offers, information and appointments:  
[www.berlin.de/ba-friedrichshain-kreuzberg](http://www.berlin.de/ba-friedrichshain-kreuzberg)



### Lichtenberg von Berlin district authorities

Abt. Stadtentwicklung, Soziales, Wirtschaft und Arbeit  
- Büro für Wirtschaftsförderung -  
Möllendorffstraße 6, 10367 Berlin  
Mr B. Cetinkaya, Ms S. Hoffeld  
Tel. +49 (0) 30 / 9 02 96-43 38 / -43 32  
[wifoe@lichtenberg.berlin.de](mailto:wifoe@lichtenberg.berlin.de)

#### Berlin Partner - business service for the Lichtenberg district

Mr T. Pawlowski, Tel. +49 (0) 30 / 9 02 96-43 34  
[tomasz.pawlowski@berlin-partner.de](mailto:tomasz.pawlowski@berlin-partner.de)

- ↳ District contact points for businesses
- ↳ Advice on setting up a business
- ↳ Information on commercial space offers and contact with private landlords
- ↳ Advice on business location
- ↳ Advice on funding opportunities for projects and programmes
- ↳ Publications on business topics

Further offers, information and appointments:  
[www.berlin.de/ba-lichtenberg](http://www.berlin.de/ba-lichtenberg)



### Marzahn-Hellersdorf von Berlin district authorities

Abteilung Bürgerdienste, Personal, Wirtschaftsförderung, Finanzen, Sozialraumorientierte Planungskoordination und Zentrale Vergabestelle  
- Leitstelle für Wirtschaftsförderung - ZAK  
Wolfener Straße 32-34, Haus K, 12681 Berlin  
Ms K. Rüdiger, Mr A. Tesch  
Tel. +49 (0) 30 / 9 02 93-26 11 / -26 12  
[kathrin.ruediger@ba-mh.berlin.de](mailto:kathrin.ruediger@ba-mh.berlin.de)  
[ansgar.tesch@ba-mh.berlin.de](mailto:ansgar.tesch@ba-mh.berlin.de)

#### Berlin Partner - business service for the Marzahn-Hellersdorf district

Ms J. Tristram, Tel. +49 (0) 30 / 9 02 93-26 20  
[janine.tristram@berlin-partner.de](mailto:janine.tristram@berlin-partner.de)

- ↳ Central contact and co-ordination unit of the district administration for investors, existing companies and start-ups
- ↳ Location advice and help in the search for commercial properties as well as for securing locations for business
- ↳ Support in finding and qualifying skilled staff
- ↳ Management of public authority and approval procedures
- ↳ Initiation of economically relevant projects
- ↳ Location marketing and tourism

Further offers, information and appointments:  
[www.berlin.de/ba-marzahn-hellersdorf](http://www.berlin.de/ba-marzahn-hellersdorf) and  
[www.wirtschaftsfoerderung-mh.eu](http://www.wirtschaftsfoerderung-mh.eu)



### Mitte von Berlin district authorities

Abt. Wirtschaft, Immobilien, Ordnungsamt  
- Business promotion / Business consulting unit -  
Mathilde-Jacob-Platz 1, 10551 Berlin  
Mitte business service  
Ms B. Brüning, Mr K. Schache  
Tel. +49 (0) 30 / 90 18-3 43 72 / -3 43 75  
[beate.brueining@ba-mitte.berlin.de](mailto:beate.brueining@ba-mitte.berlin.de)  
[kilian.schache@ba-mitte.berlin.de](mailto:kilian.schache@ba-mitte.berlin.de)

#### Berlin Partner - business service for the Mitte district

Mr S. Schulze, Tel. +49 (0) 30 / 92 12-28 28  
[stefan.schulze@berlin-partner.de](mailto:stefan.schulze@berlin-partner.de)

- ↳ Advice for investors, companies, start-ups and on training matters
- ↳ Business-near project initiation, project management

Further offers, information and appointments:  
[www.berlin.de/ba-mitte](http://www.berlin.de/ba-mitte)





#### Neukölln von Berlin district authorities

- Business promotion -  
Karl-Marx-Straße 83, 12040 Berlin  
Ms F. Preusse, Ms J. Grinda  
Tel. 030 / 9 02 39-30 65 / -34 90  
[wirtschaftsfoerderung@bezirksamt-neukoelln.de](mailto:wirtschaftsfoerderung@bezirksamt-neukoelln.de)

#### Berlin Partner - business service for the Neukölln district

Ms C. Keller, Tel. +49 (0) 30 / 9 02 39-23 90  
[christine.keller@berlin-partner.de](mailto:christine.keller@berlin-partner.de)

- ↳ Advice for investors, companies and start-ups
- ↳ Qualification advice for enterprises
- ↳ Support of projects in the district with relevance for the economy
- ↳ Initiation and management of projects

Further offers, information and appointments:  
[www.berlin.de/ba-neukoelln](http://www.berlin.de/ba-neukoelln) and  
[www.wirtschaftsfoerderungneukoelln.de](http://www.wirtschaftsfoerderungneukoelln.de)



#### Pankow von Berlin district authorities

Dept. For Youth, Economics and Social Affairs  
- Business development office -  
Fröbelstraße 15, Haus 4, 10405 Berlin  
(entrance on Diesterwegstraße)  
Postfach 730 113, 13062 Berlin  
Head of business development:  
Ms N. Holbe  
Tel. 030 / 9 02 95-67 00  
[nadia.holbe@ba-pankow.berlin.de](mailto:nadia.holbe@ba-pankow.berlin.de)  
Reception desk  
Ms M. Fölster  
Tel. 030 / 9 02 95-67 01  
[info.wirtschaft@ba-pankow.berlin.de](mailto:info.wirtschaft@ba-pankow.berlin.de)

#### Berlin Partner - business service for the Pankow district

Mr J.-M. Zwitter, Tel. +49 (0) 30 / 9 02 95-67 20  
[jan-martin.zwitter@berlin-partner.de](mailto:jan-martin.zwitter@berlin-partner.de)

- ↳ Issues related to commercial business and the business location
- ↳ Detailed questions concerning starting up in business and management
- ↳ Commercial law, business relocation, analyses,
- ↳ Subsidy guidelines and programmes,
- ↳ Addresses and contacts in other public agencies, etc.

Further offers, information and appointments:  
[www.berlin.de/ba-pankow](http://www.berlin.de/ba-pankow) and  
[www.pankow-wirtschaft.de](http://www.pankow-wirtschaft.de)



#### Reinickendorf von Berlin district authorities

- Business development -  
Eichborndamm 215, 13437 Berlin  
Mr C. George (Manager), Ms C. Kretlow (Deputy Manager and Tourism), Ms K. Hanke (Business Development)  
Tel. +49 (0) 30 / 9 02 94-56 70 / -22 82 / -50 66  
[wirtschaftsberater@reinickendorf.berlin.de](mailto:wirtschaftsberater@reinickendorf.berlin.de)

#### Berlin Partner - business service for the Reinickendorf district

Ms N. Tiede, Tel. +49 (0) 30 / 9 02 94-22 73  
[nina.tide@berlin-partner.de](mailto:nina.tide@berlin-partner.de)

- ↳ Central contact and co-ordination unit of the district administration for
- ↳ start-ups, existing companies and investors
- ↳ Site support
- ↳ Accompanying business-relevant projects in the district
- ↳ Tourism and city marketing
- ↳ Events: Networking and business card meeting, training buddy, electromobility day, women in leadership

Further offers, information and appointments:  
[www.berlin.de/ba-reinickendorf](http://www.berlin.de/ba-reinickendorf) and  
[www.wirtschaft.reinickendorf.de](http://www.wirtschaft.reinickendorf.de)



#### Spandau von Berlin district authorities

- Wirtschaftsförderung / Business development -  
Carl-Schurz-Straße 2/6, 13597 Berlin  
Manager: Mr P. Sellerie,  
Tel. +49 (0) 30 / 9 02 79-22 66  
Deputy manager: Mr R. Jahn,  
Tel. +49 (0) 30 / 9 02 79-22 72  
SME pilot: Ms P. Hille,  
Tel. +49 (0) 30 / 9 02 79-31 01  
Tourism: Ms J. Friedrich,  
Tel. +49 (0) 30 / 9 02 79-22 88  
City marketing and communications: Ms C. Schwaier,  
Tel. 030 / 9 02 79-31 09  
Europe and BBWA: Mr C. Chmielorz,  
Tel. +49 (0) 30 / 9 02 79-23 90  
[wirtschaftsfoerderung@ba-spandau.berlin.de](mailto:wirtschaftsfoerderung@ba-spandau.berlin.de)

#### Berlin Partner - business service for the Spandau district

Ms M. Illmer, Tel. 030 / 9 02 79-33 21  
[michaela.illmer@berlin-partner.de](mailto:michaela.illmer@berlin-partner.de)

- ↳ Contact and service point for companies, investors, start-ups and companies interested in relocating
- ↳ Relocation management
- ↳ Site support
- ↳ Initiation and management of projects
- ↳ Tourism and city marketing
- ↳ District alliance for business and labor (BBWA)
- ↳ European affairs

Further offers, information and appointments:  
[www.berlin.de/ba-spandau](http://www.berlin.de/ba-spandau) and  
[www.spandauer-wirtschaft.de](http://www.spandauer-wirtschaft.de)

Facebook: [facebook.com/spandauerwifoe](https://www.facebook.com/spandauerwifoe)  
Instagram: [instagram.com/wirtschaftsfoerderung.spandau](https://www.instagram.com/wirtschaftsfoerderung.spandau)  
[www.visitspandau.de](http://www.visitspandau.de)  
Facebook: [facebook.com/visitspandau](https://www.facebook.com/visitspandau)  
Instagram: [Instagram.com/wirtschaftsfoerderung.spandau](https://www.instagram.com/wirtschaftsfoerderung.spandau)



**Steglitz-Zehlendorf von Berlin district authorities**  
- Wirtschaftsförderung / Business development -  
14160 Berlin (postal address)

Martin-Buber-Straße 2, 14163 Berlin (office)  
Mr M. Pawlik, Mr T. Busse  
Tel. +49 (0) 30 / 9 02 99-52 57 / -53 50  
[wirtschaftsfoerderung@ba-sz.berlin.de](mailto:wirtschaftsfoerderung@ba-sz.berlin.de)

**Berlin Partner - business service for the Steglitz-Zehlendorf district**

Ms S. Sommer, Tel. +49 (0) 30 / 9 02 99-53 90  
[stefanie.sommer@berlin-partner.de](mailto:stefanie.sommer@berlin-partner.de)

- ↳ Consulting for start-ups and existing small and medium-sized enterprises (SMEs, see page 144)
- ↳ Advice and pilot service for existing small and medium-sized enterprises
- ↳ Business-near project initiation, project management
- ↳ Support of projects in the district with relevance for the economy
- ↳ Network support, business talks for the southwestern part of Berlin
- ↳ Tourism development and promotion
- ↳ Enterprise service: Support for local companies, for instance, in expansion and relocation projects

Further offers, information and appointments:  
[www.berlin.de/ba-steglitz-zehlendorf](http://www.berlin.de/ba-steglitz-zehlendorf)



**Tempelhof-Schöneberg von Berlin district authorities**

Business consultancy and European affairs  
John-F.-Kennedy-Platz, 10825 Berlin  
Ms M. Marijnissen, Ms H. Marfilius  
Tel. +49 (0) 30 / 9 02 77-42 42 / -42 51  
[wirtschaftsberatung@ba-ts.berlin.de](mailto:wirtschaftsberatung@ba-ts.berlin.de)

**Berlin Partner - business service for the Tempelhof-Schöneberg district**

Ms N. Kontos, Tel. +49 (0) 30 / 9 02 77-66 09  
[natalia.kontos@berlin-partner.de](mailto:natalia.kontos@berlin-partner.de)

- ↳ Central contact and coordination unit of the district administration for existing companies, investors, start-ups and companies interested in relocating, European, town twinning and tourism matters (advisory and pilot function)
- ↳ Assistance in the search for commercial space or commercial premises
- ↳ Information on funding opportunities
- ↳ Support with application and approval procedures
- ↳ Contact mediation to institutions, interest and working groups, business networks and many more
- ↳ Network support
- ↳ District Alliance for Business and Labour - BBWA
- ↳ Initiation and management of projects
- ↳ Information about Fairtrade
- ↳ Provision of information on all aspects of vocational training and collaborative training
- ↳ Hosting businessrelated events

Further offers, information and appointments:  
[www.berlin.de/ba-tempelhof-schoeneberg](http://www.berlin.de/ba-tempelhof-schoeneberg)



**Treptow-Köpenick von Berlin district authorities**

Business development  
Groß-Berliner-Damm 154, 12489 Berlin  
[wirtschaftsfoerderung@ba-tk.berlin.de](mailto:wirtschaftsfoerderung@ba-tk.berlin.de)  
[existenzgruendung@ba-tk.berlin.de](mailto:existenzgruendung@ba-tk.berlin.de)  
[tourismus@ba-tk.berlin.de](mailto:tourismus@ba-tk.berlin.de)  
Facebook: [www.facebook.com/wifoetk](https://www.facebook.com/wifoetk)  
Head: Ms A. Engel  
Tel. +49 (0) 30 / 9 02 97-25 01  
[andrea.engel@ba-tk.berlin.de](mailto:andrea.engel@ba-tk.berlin.de)  
Mr S. Schmohl  
Tel. +49 (0) 30 / 9 02 97-25 36  
[sven.schmohl@ba-tk.berlin.de](mailto:sven.schmohl@ba-tk.berlin.de)

**Berlin Partner - business service for the Treptow-Köpenick district**

Mr A. von Reden, Tel. +49 (0) 30 / 9 02 97-25 32  
[alexander.von.reden@berlin-partner.de](mailto:alexander.von.reden@berlin-partner.de)

- ↳ Central contact and coordination unit of the district administration for start-ups, companies, investors as well as companies interesting in relocating
- ↳ City marketing and tourism promotion
- ↳ Business services, crisis intervention, advice on company relocation
- ↳ Initiation and implementation of EU projects (e.g. Wuhlheide park management) as well as other economically relevant projects
- ↳ Orientation advice on setting up a business in the form of individual meetings and seminars
- ↳ Event organisation: Business card meetings, training day south-east start-up day, business forums, network meetings

Further offers, information and appointments:  
[www.berlin.de/ba-treptow-koepenick](http://www.berlin.de/ba-treptow-koepenick) and  
[www.berlin.de/wifoetk](http://www.berlin.de/wifoetk)



These offers are suitable for start-ups, young companies and often also for company successions.

## Beratungsangebote der IBB sowie ihrer Einrichtungen und Initiativen / Consultancy offers by IBB along with its facilities and initiatives



### Investitionsbank Berlin

Kundenberatung Wirtschaftsförderung  
(Business Customer Centre)  
Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-4747  
[wirtschaft@ibb.de](mailto:wirtschaft@ibb.de)  
[www.ibb.de](http://www.ibb.de)



Detailed information regarding the 'eAntrag' procedure is available at [www.ibb.de/eantrag](http://www.ibb.de/eantrag)

- Investitionsbank Berlin (IBB) is the central business development and support institute of the Federal Land of Berlin and supports start-ups, especially small and medium-sized enterprises during all stages of development. Companies in the Berlin-based clusters are another focus. IBB's Business Customer Centre provides them with advice on the support and financing programmes and informs them of the entire range of business support available in Berlin. This includes the start-up seminar "We finance your start-up" on the first and third Thursday of every month, which provides general information and concrete assistance regarding our start-up programmes.
- The financing offers by IBB, which include allowances, low-interest loans and investments, support start-up and investment projects, they promote the development state-of-the-art technologies and offer liquidity assistance.
- Using IBB's customer portal, you can complete the entire application process online for selected products. For detailed information, go to: [www.ibb.de/eantrag](http://www.ibb.de/eantrag). Products that you can apply for via the customer portal are marked accordingly on the programme pages.
- As a network partner, IBB's Business Customer Centre can help you to find just the right point of contact, institute and initiative, and is also available when it comes to establishing contact with the respective general and special advisory centres.



### Business Angels Club

#### Berlin-Brandenburg e. V.

Otto-Suhr-Allee 25, 10585 Berlin  
Tel. +49 (0) 30 / 25 78 58 69  
[berlin@bacb.de](mailto:berlin@bacb.de)  
[bacb.de/en/](http://bacb.de/en/)

- The Business Angels of Business Angels Club Berlin-Brandenburg e. V. (BACB) help the companies of tomorrow get off the ground and they focus on start-ups from the Berlin-Brandenburg region. They promote entrepreneurial activities and accompany founders on the road to self-employment.
- Business Angels are specialists in different technological fields, product groups and industries. They are independent, maintain good - even international - contacts and invest in new and scalable business ideas.
- At the BACB match-making meetings, selected teams and young companies are given the opportunity to personally present their projects to a larger group of Business Angels and the club's network partners. If a project is accepted, a project group comprising several Business Angels will support the company and, if necessary, prepare and implement financial investment. Furthermore, the club has formed working groups who can offer assistance in critical situations and for successor schemes.
- Relevant information from the business plan is required at the time of contacting the club. The document should not be longer than four DIN A4 pages.





#### IBB Business Team GmbH

Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-2352  
[info@ibb-business-team.de](mailto:info@ibb-business-team.de)  
[www.ibb-business-team.de](http://www.ibb-business-team.de)

- IBB Business Team GmbH (IBT) is a wholly owned subsidiary of the IBB Group, the owner of Investitionsbank Berlin. On behalf of the Federal Land of Berlin and IBB, the Group implements various funding instruments for start-ups and consulting, innovation and digitalisation, mobility and energy and sustainability.
- IBT supports founders from the idea to the concept with the [German Founder and Entrepreneurs' Days \(deGUT\)](#) and the Berlin-Brandenburg Business Plan Competition ([BPW](#)) (see page 21) - Germany's largest regional start-up initiative.
- The BONUS programmes offer start-ups and SMEs grants towards the costs of starting up in business with the [GründungsBONUS](#) (see page 26) and the costs of business coaching under the [Coaching BONUS](#) (see page 115). The [Transfer BONUS](#) (see page 93) provides grants towards the costs of implementing research projects that are carried out in co-operation with a regional scientific institution.
- The Berlin InvestitionsBONUS (see page 38) programme was introduced to support SMEs and freelancers with grants for business investments.
- The service for Berlin's economy is supplemented by the [Business-friendly electromobility](#) support programme (see page 69) which provides grants towards the costs of changing to electric vehicles, as well as promoting the voluntary retrofitting of [turning assistant systems](#) (see page 32).
- Companies looking to invest in solar energy or build a green roof can apply for funding under the [Green Roof PLUS](#) (see page 49) and [SolarPLUS](#) (see page 67) programmes..



#### IBB Ventures

Bundesallee 210, 10719 Berlin  
Tel. +49 (0) 30 / 2125-3201  
[info@ibbventures.de](mailto:info@ibbventures.de)  
[www.ibbventures.de](http://www.ibbventures.de)

- Adequate equity levels, in particular, in the form of venture capital, have become a decisive factor for the success of innovative companies. Since it was set up in 1997, IBB Ventures (up until September 2020 IBB Beteiligungsgesellschaft mbH) has become one of the leading sources of venture capital for innovative companies in Berlin.
- IBB Ventures and its VC funds have extended syndicated loans of so far more than EUR 1.7bn, including EUR 258m invested by the company as a lead, co-lead or co-investor. Investments were made in more than 260 companies defined within the scope of the joint Berlin-Brandenburg innovation strategy in the fields of healthcare, industrial technologies, software and IT and creative industries.
- In addition to a plausible business concept and a unique selling proposition, high growth and value increase potential as well as a good medium-term exit perspective are preconditions for investment.
- The support concept of IBB Ventures includes active consulting and support services for its portfolio companies. Seasoned investment professionals are there to support companies in all operative and strategic matters.



These offers are particularly suitable for business start-ups and young companies and often also for company successions.

# Erste Anlaufstellen für Unternehmen und Existenzgründungen / First points of contact for companies and start-ups



## Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics, Energy and Public Enterprises)  
Martin-Luther-Straße 105, 10825 Berlin  
Tel. +49 (0) 30 / 90 13-0  
[post@senweb.berlin.de](mailto:post@senweb.berlin.de)  
[www.berlin.de/sen/wirtschaft](http://www.berlin.de/sen/wirtschaft)

**Business start-ups and succession**  
Tel. +49 (0) 30 / 90 13-84 44

**Information, addresses, events on the subject of business start-ups**  
[www.gruenden-in-berlin.de/?L=1](http://www.gruenden-in-berlin.de/?L=1)

**Central contact partner Berlin**  
Tel. +49 (0) 30 / 90 13-75 55, fax -81 13  
[ea@senweb.berlin.de](mailto:ea@senweb.berlin.de)  
[www.berlin.de/ea](http://www.berlin.de/ea)

- ↳ The Senate Department for Economics, Energy and Public Enterprises together with the business development organisations in the city is shaping structural change, improving the parameters for entrepreneurial endeavours and strengthening the innovative capability and export strength of Berlin-based companies. Together with the partners of Berlin's Founder Network, it operates the Berlin Internet portal for regional start-up information [www.gruenden-in-berlin.de](http://www.gruenden-in-berlin.de) as well as a telephone contact point specifically for founders and start-ups within the scope of successions under +49 (0) 30/90 13-84 44.
- ↳ For start-ups and commercial businesses, the Senate Department has set up a general point of contact which provides information regarding formal procedures and requirements for commencing and exercising commercial or freelance activities as well as information regarding public authorities in charge. It also provides information within the scope of procedures for the recognition of professional qualifications for EU citizens.
- ↳ The portal of "Einheitlicher Ansprechpartner Berlin" [www.ea.berlin.de](http://www.ea.berlin.de) (general point of contact) can be used to handle administrative commercial procedures online, such as company registrations and changes in registration details, without having to switch between different media. Applications for recognition of foreign professional qualifications can also be submitted via the portal.



## Berlin Partner für Wirtschaft und Technologie GmbH

Ludwig Erhard Haus  
Fasanenstraße 85, 10623 Berlin  
Tel. +49 (0) 30 / 4 63 02-5 00  
[info@berlin-partner.de](mailto:info@berlin-partner.de)  
[www.berlin-partner.de](http://www.berlin-partner.de)  
[www.businesslocationcenter.de](http://www.businesslocationcenter.de)  
[www.een-bb.de](http://www.een-bb.de)

- ↳ Berlin Partner für Wirtschaft und Technologie, as a business support body, promotes growth and innovation in Berlin. Berlin Partner supports companies and investors relocating to Berlin and during their development on site. The experts provide information about support, assist in the search for a suitable location or qualified staff and network with co-operation partners from academia. Berlin Partner offers special service packages: You can find these offers on our website under "Business Services".
- ↳ Berlin Partner is a central and cross-sector contact partner when it comes to consultancy, the provision of networks, networking stakeholders in business, science and the administration, right through to searching for locations. The company communicates growth fields and future-orientated industries, positioning Berlin as an attractive location for business, technology and science, a creative capital, a culture and sports city as well as a good place to live. Its activities are designed for investors as well as decision makers and multipliers in the fields of business, science, politics, culture and media.
- ↳ As a unique public-private-partnership, Berlin Partner für Wirtschaft und Technologie is backed by both the Federal State of Berlin and more than 240 companies who are all committed to their city. Berlin Partner is also responsible for the worldwide marketing of Germany's capital city.



**BürgerschaftsBank Berlin**  
Franklinstraße 6, 10587 Berlin  
Mr Michael Wowra  
Tel. +49 (0) 30 / 31 10 04-21  
[info@buergerschaftsbank.berlin](mailto:info@buergerschaftsbank.berlin)  
<https://be.ermoeglicher.de>

Financing brokerage portal of  
BürgerschaftsBank Berlin:  
[www.finanzierungsportal.ermoeglicher.de](http://www.finanzierungsportal.ermoeglicher.de)

- ↳ BürgerschaftsBank Berlin supports business start-ups, growth businesses as well as freelance professionals in order to make their ideas come true.
- ↳ BürgerschaftsBank Berlin supports companies searching for financing but which do not have sufficient customary collateral. The principle is that no profitable project should fail due to a lack of collateral. In addition to assessing the profitability of a project, the focus is also on entrepreneurial competence. Once all the documents have been submitted, BürgerschaftsBank Berlin can approve guarantees within five days (BBB-Express!, see page 34).
- ↳ BürgerschaftsBank Berlin issues guarantees to secure investment and working capital loans, guaranteed loans, leasing loans or also business takeovers. BürgerschaftsBank Berlin also operates in Berlin as a service provider for Mittelständische Beteiligungsgesellschaft Berlin-Brandenburg GmbH (MBG) and hence as a point of contact for companies wishing to make use of an investment by MBG.





**Handwerkskammer Berlin  
(Chamber of Skilled Crafts and  
Small Businesses in Berlin)**

Blücherstraße 68, 10961 Berlin  
Tel. +49 (0) 30 / 2 59 03-01  
[info@hwk-berlin.de](mailto:info@hwk-berlin.de)  
[www.hwk-berlin.de](http://www.hwk-berlin.de)

**Bildungs- und Innovationszentrum  
der Handwerkskammer Berlin (BIZWA)**

Wandlitzer Chaussee 41, 16321 Bernau  
Tel. +49 (0) 33 38 / 3 94 40  
[bizwa@hwk-berlin.de](mailto:bizwa@hwk-berlin.de)

**Bildungs- und Technologiezentrum  
der Handwerkskammer Berlin (BTZ)**

Mehringdamm 14, 10961 Berlin  
Tel. +49 (0) 30 / 2 59 03-4 13 / -4 05  
[btz@hwk-berlin.de](mailto:btz@hwk-berlin.de)  
[www.hwk-berlin.de](http://www.hwk-berlin.de)

- ↳ The business advice service of the Berlin Chamber of Skilled Crafts (HWK) provides advice services for business start-ups and existing companies in the skilled crafts sector. These services focus on commercial, technical, ecological and innovation-based matters. These services are provided free of charge and by appointment only by calling: 2 59 03-4 67.
- ↳ The trainee advice service of the Berlin Chamber of Skilled Crafts and Small Businesses offers companies employing trainees and trainees themselves information related to all training matters. Telephone: +49 (0) 30 / 2 59 03-3 47
- ↳ Information on support for vocational training is available from FBB - Förderung der Berufsausbildung im Land Berlin, Telephone: +49 (0) 30 / 2 59 03-3 81.
- ↳ Information on further training in the crafts, Telephone: +49 (0) 30 / 2 59 03-3 43, and on support possibilities for further training in the crafts sector by calling: +49 (0) 30 / 2 59 03-3 56.
- ↳ Besides preparatory courses for master craftsmen and women, numerous seminars, training courses, consultancy services and information events are offered on all matters related to starting up in business and management.
- ↳ More detailed information on the courses currently on offer is available directly from the training centres.

**Industrie- und Handelskammer Berlin  
(Chamber of Industry and Commerce)**

Ludwig Erhard Haus  
Fasanenstraße 85, 10623 Berlin  
Tel. +49 (0) 30 / 3 15 10-6 00  
[starter-center@berlin.ihk.de](mailto:starter-center@berlin.ihk.de)  
[www.ihk-berlin.de](http://www.ihk-berlin.de)

- ↳ Berlin's Chamber of Industry and Commerce (IHK) offers a host of advisory services, publications and seminars for entrepreneurs related to all matters relevant for starting up in business and company management.
- ↳ An overview of the many different information and service offers can also be found on the IHK website along with the contact details of your contact partner.
- ↳ Furthermore, the Chamber of Industry and Commerce is committed to becoming the hub & navigator for start-ups as a network of Berlin's business community. IHK provides support in the form of information specific for different target groups and shorter processes and additionally provides information regarding contact persons: This results in close co-operation with all stakeholders in the start-up ecosystem.

**KfW Bankengruppe**

Palmengartenstraße 5-9, 60325 Frankfurt am Main  
Tel. +49 (0) 69 / 74 31-0  
[www.kfw.de](http://www.kfw.de)

For information and advice related to the financing programmes offered by KfW, call +49 (0) 8 00 / 5 39-90 01 (free of charge for calls from Germany) or send an e-mail to: [info@kfw.de](mailto:info@kfw.de).

- ↳ KfW is Germany's largest provider of financing for medium-sized enterprises. It provides companies with long-term investment loans as well as loans to finance working capital.



These offers are suitable for start-ups, young companies and often also for company successions.



# Erste Anlaufstellen für technologieorientierte Unternehmen / First points of contact for technology-orientated companies



**Berlin Partner für Wirtschaft und Technologie GmbH**  
Ludwig Erhard Haus, Fasanenstraße 85, 10623 Berlin  
Tel. +49 (0) 30 / 4 63 02-2 22  
[info@berlin-partner.de](mailto:info@berlin-partner.de)  
[www.berlin-partner.de](http://www.berlin-partner.de)

## Contact partners

### ↳ Innovation services, support and financing

Ms Anke Wiegand, Tel. +49 (0) 30 / 4 63 02-5 91  
[anke.wiegand@berlin-partner.de](mailto:anke.wiegand@berlin-partner.de)

### ↳ Business services in the 12 districts

Mr Jan Berewinkel, Tel. +49 (0) 30 / 4 63 02-4 07  
[jan.berewinkel@berlin-partner.de](mailto:jan.berewinkel@berlin-partner.de)

### ↳ Enterprise Europe Network Berlin-Brandenburg

Ms Anke Wiegand, Tel. +49 (0) 30 / 4 63 02-5 91  
[anke.wiegand@berlin-partner.de](mailto:anke.wiegand@berlin-partner.de)

### ↳ The media and creative industries

Ms Justina Siegmund-Born, Tel. +49 (0) 30 / 4 63 02-3 98  
[justina.siegmund-born@berlin-partner.de](mailto:justina.siegmund-born@berlin-partner.de)

### ↳ Health sector

Mr Volker Erb, Tel. +49 (0) 30 / 4 63 02-5 15  
[volker.erb@berlin-partner.de](mailto:volker.erb@berlin-partner.de)

### ↳ Energy and environmental technologies

Mr Wolfgang Korek, Tel. +49 (0) 30 / 4 63 02-5 77  
[wolfgang.korek@berlin-partner.de](mailto:wolfgang.korek@berlin-partner.de)

### ↳ Information and communication technology

Dr. Juliane Haupt, Tel. +49 (0) 30 / 4 63 02-2 96  
[juliane.haupt@berlin-partner.de](mailto:juliane.haupt@berlin-partner.de)

### ↳ Optics and photonics

Mr Gerrit Rössler, Tel. +49 (0) 30 / 4 63 02-4 56  
[gerrit.roessler@berlin-partner.de](mailto:gerrit.roessler@berlin-partner.de)

### ↳ Transport and mobility

Mr Sascha Tiede, Tel. +49 (0) 30 / 4 63 02-4 08  
[sascha.tiede@berlin-partner.de](mailto:sascha.tiede@berlin-partner.de)

### ↳ Industrial production

Mr David Hampel, Tel. +49 (0) 30 / 4 63 02-4 22  
[david.hampel@berlin-partner.de](mailto:david.hampel@berlin-partner.de)

### ↳ Smart Cities

Ms Beate Albert, Tel. +49 (0) 30 / 4 63 02-3 27  
[beate.albert@berlin-partner.de](mailto:beate.albert@berlin-partner.de)

### ↳ Berlin Start-up Coordination

Ms Karolin Erdmann, Tel. +49 (0) 30 / 4 63 02-2 87  
[karolin.erdmann@berlin-partner.de](mailto:karolin.erdmann@berlin-partner.de)

- ↳ Is your company in technology? Then there is an important contact for you in Berlin: Berlin Partner für Wirtschaft und Technologie GmbH.
- ↳ Numerous experts offer bespoke services and excellent networking with academia in order to provide an optimum offering that will contribute towards the success of innovation, relocation, expansion and location consolidation projects.



These offers are suitable for start-ups, young companies and often also for company successions.

## Weitere Beratungsangebote für technologieorientierte Unternehmen / Other consultancy services for technology-orientated businesses



### Berliner Hochschule für Technik (BHT)

BHT Startup Hub  
Residenzstraße 37, 13409 Berlin  
Tel. +49 (0) 30 / 45 04-71 10  
[gruenden@bht-berlin.de](mailto:gruenden@bht-berlin.de)  
[www.bht-berlin.de/startup](http://www.bht-berlin.de/startup)

- ↳ Open consultation hours for those interested in founding a company (Wednesday 10am to 12 midday) or online
- ↳ Orientation support for university students
- ↳ Elementary and advanced courses for founders and young entrepreneurs
- ↳ Seminars, lecture series, workshops and information events
- ↳ Information and advice concerning founder scholarships (EXIST, Berlin start-up scholarship)
- ↳ Co-ordination, advice and applications concerning EXIST projects
- ↳ Advice regarding the [Berlin-Brandenburg Business Plan Competition](#) (see page 21)
- ↳ Founders Factory (bootcamp for people interested in starting up in business)
- ↳ Consultancy services regarding technology transfer, co-operation between BHT and companies in Berlin's business community



### Förderberatung „Forschung und Innovation“ des Bundes

#### (“Research and innovation” subsidy consultancy by the federal government)

Jülich project sponsor  
Forschungszentrum Jülich GmbH  
Besucheranschrift: Lützowstraße 109, 10785 Berlin  
Postal address: Postfach 61 02 47, 10923 Berlin  
Toll-free hotlines:  
Research promotion:  
Tel. +49 (0) 8 00 / 26 23-0 08  
Enterprise guidance service:  
Tel. +49 (0) 8 00 / 26 23-0 09  
[beratung@foerderinfo.bund.de](mailto:beratung@foerderinfo.bund.de)  
[www.foerderinfo.bund.de](http://www.foerderinfo.bund.de)

- ↳ First point of contact for issues related to research and innovation support by the federal government
- ↳ Free advice service for research institutes, universities, especially for small and medium-sized enterprises (SMEs, see page 144) interested in finding out about support
- ↳ Information about ways to obtain funding as well as the terms and conditions of support programmes
- ↳ Information about other support programmes (especially for technology development) offered by the federal states and the EU



### Freie Universität Berlin

Wissens- und Technologietransfer  
Profund Innovation  
Altensteinstraße 40, 14195 Berlin  
Tel. +49 (0) 30 / 8 38-7 36 30  
[profund@fu-berlin.de](mailto:profund@fu-berlin.de)  
[www.profund.fu-berlin.de](http://www.profund.fu-berlin.de)

- ↳ Profund Innovation is the central service facility for knowledge and technology transfer at the research department of Freie Universität Berlin. Staff support students, scientists and alumni in the exploitation of research results, in implementing innovation and in establishing companies.
- ↳ The Profund Innovation service includes the following:
  - Support for innovation: Advice on the exploitation of research results, events and competition with a focus on exploitation perspectives
  - Support for start-ups: Advice on start-up matters, free laboratory and office workplaces during the early phase
  - Promotion of industrial co-operation
  - Support for applications for funding under public support programmes (VIP+, EXIST, Berlin start up scholarship, ZIM (see page 96), Pro FIT, SME innovative (see page 84), etc. as well as in the search for private investors
  - Network events
  - Establishing contacts with mentors





### Hochschule für Technik und Wirtschaft Berlin

Treskowallee 8, 10318 Berlin  
<https://entrepreneurship.htw-berlin.de>  
[www.linkedin.com/company/htwstartup](http://www.linkedin.com/company/htwstartup)  
[www.instagram.com/htwstartup](http://www.instagram.com/htwstartup)

#### InnoTechHub

[innotechhub@htw-berlin.de](mailto:innotechhub@htw-berlin.de)



### Berliner Startup Stipendium

in cooperation with  
**Bosch Startup Harbour**  
[startup-stipendium@htw-berlin.de](mailto:startup-stipendium@htw-berlin.de)  
[www.startup-harbour.com](http://www.startup-harbour.com)

- ↳ The InnoTechHub is an incubator for innovative, growth-orientated start-ups at HTW Berlin. As a one-stop agency, the InnoTechHub team advises and supports alumni, research assistants and students from the first idea to establishment and into the growth phase with
  - ↳ Orientation consultations and coaching
  - ↳ Incubation programme with workshops – specifically tailored to tech start ups
  - ↳ Advice and application for the [EXIT founder grant](#) (see page 80) and [EXIST research transfer](#) (see page 79) programmes
  - ↳ Advice on obtaining financing (public programmes and private investors) and support in making contacts
  - ↳ Provision of workstations, meeting, event and conference rooms for start ups with interfaces to HTW Berlin
  - ↳ Access to a prototyping workshop, 100+ labs and workshops
  - ↳ Entrepreneurial mentoring programme, expert feedback and support in establishing contacts with pilot partners and pilot clients
  - ↳ Support in the search for co-founders and team members
  - ↳ Linking up with potential research and cooperation partners at the university and associated areas
  - ↳ Connecting the university's startup community for exchange and Peer Learning



### Technische Universität Berlin

Abteilung V – Forschung  
Centre for Entrepreneurship - Sekr. AM 1  
Hardenbergstraße 38, 10623 Berlin  
Tel. +49 (0) 30 / 3 14-7 85 80  
[info@gruendung.tu-berlin.de](mailto:info@gruendung.tu-berlin.de)  
[www.tu.berlin/entrepreneurship](http://www.tu.berlin/entrepreneurship)  
[www.linkedin.com/company/cfe-tu-berlin](http://www.linkedin.com/company/cfe-tu-berlin)  
[www.facebook.com/Startup.TUB](http://www.facebook.com/Startup.TUB)  
[www.twitter.com/Startup\\_TUB](http://www.twitter.com/Startup_TUB)

- ↳ Advice and support for university students, alumni as well as scientific assistants during each phase of their start-up project
- ↳ Application advice, for instance, for the [EXIST founder grant](#) (see page 80) and [EXIST research transfer](#) (see page 79) programmes, Berlin start-up scholarship
- ↳ StarTUp incubation process: 12 to 18 months of intensive support in the StarTUp Incubator for selected teams
- ↳ StarTUp School: Workshops on entrepreneurial skills as well as an international Master Class
- ↳ Interdisciplinary Business Model Canvas seminar (3 ECTS) in the winter semester for all semesters and studies
- ↳ Use of rooms in the two StarTUp incubators at TU Berlin, or the TUB prototype workshop
- ↳ Team exchange to search for team members
- ↳ Professional access-to-finance support: e.g. pitch coaching, access to business angels (TU Berlin Investors Club) and venture capital companies
- ↳ Support for access by first-time pilot customers from industry
- ↳ “StarTUp Monday” and “StarTUp Day” networking events



These offers are particularly suitable for business start-ups and young companies and often also for company successions.

The [technology-orientated founder centres](#) (see pages 136 and following) also specialise in advisory services for technology-orientated companies.

## Beratungsangebote für Unternehmerinnen und Gründerinnen / Consultancy services for female entrepreneurs and founders



### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics,  
Energy and Public Enterprises)

#### Berliner Unternehmerinnentag

Ms B. Leverenz, Tel. +49 (0) 30 / 90 13-82 04

[birgit.leverenz@senweb.berlin.de](mailto:birgit.leverenz@senweb.berlin.de)

[www.berliner-unternehmerinnentag.de](http://www.berliner-unternehmerinnentag.de)

Points of contact and offers for female founders  
can also be found at

[www.gruenden-in-berlin.de](http://www.gruenden-in-berlin.de)

- “Berliner Unternehmerinnentag”, a one-day information, further training and network event for female entrepreneurs and women interested in starting up in business, is held every two years. The “Berliner Unternehmerinnenpreis” award for female entrepreneurs is awarded during this event.
- The next “Berliner Unternehmerinnentag” will take place on 6 October 2023.



### Akelei e. V.

Berufswegplanung mit Frauen

(Career planning with women)

Rhinstraße 84, 12681 Berlin

Tel. +49 (0) 30 / 54 70-30 48

[info@akelei-online.de](mailto:info@akelei-online.de)

[www.akelei-online.de](http://www.akelei-online.de)

- Further training for female founders and entrepreneurs in start-up courses and special seminars
- Consultancy and advisory services for women on fundamental questions related to starting up in business, as well as support for female entrepreneurs in securing and developing their businesses



### economista e. V.

Frauenbetriebe selber schaffen

(Course for women starting up in business)

Wartburgstraße 6, 10823 Berlin

Tel. +49 (0) 30 / 6 92 92 39

[info@economista.de](mailto:info@economista.de)

[www.economista.de](http://www.economista.de)

- Consultancy and support service for women starting up in business
- Seminars and business start-up courses for women
- Exchange and support in successful teams



### Frauenalia gUG

InterKulti Business Hub

Schivelbeiner Straße 6, 10439 Berlin

Tel. +49 (0) 30 / 28 65 63 04

[info@frauenalia.com](mailto:info@frauenalia.com)

[www.frauenalia.com](http://www.frauenalia.com)

- Advice and support for women interested in founding a business, founders and artists with a migration background
- Potential analyses, coaching and seminars



### Gründerinnenzentrale e. V.

Navigation in die Selbstständigkeit

(The way to self-employment)

Anklamer Straße 39/40, 10115 Berlin

Tel. +49 (0) 30 / 44 02 23-45

[info@gruenderinnenzentrale.de](mailto:info@gruenderinnenzentrale.de)

For more information and appointments, go to

[www.gruenderinnenzentrale.de](http://www.gruenderinnenzentrale.de)

- First point of contact for women planning to start up in business at the Weibewirtschaft eG founder centre
- Information services for women who want to become self-employed
- Orientation support for founders in face-to-face meetings and recommendations by consultancy offices and experts specifically for women
- Networking of female founders and entrepreneurs in different event formats



### ISI e. V. Initiative Selbständiger Immigrantinnen

Business start-ups for female immigrants

Kurfürstenstraße 126, 10785 Berlin

Tel. +49 (0) 30 / 6 11 33 36

[info@isi-ev.de](mailto:info@isi-ev.de)

[www.isi-ev.de](http://www.isi-ev.de)

- Orientation offers for women with a migration background who are interested in setting up their own business
- Qualification programmes for female entrepreneurs with a migration background



### LOK.a.Motion GmbH in co-operation with Pfefferwerk AG

**Female founders and entrepreneurs -  
successful in a team**

Marchlewskistraße 101, 10243 Berlin

Tel. +49 (0) 30 / 29 77 97-36

[info@lok-berlin.de](mailto:info@lok-berlin.de)

[www.lok-berlin.de](http://www.lok-berlin.de)

- Orientation offers for women interested in starting a business, female founders and entrepreneurs
- Qualification and networking offers in various formats



These offers are suitable for female founders,  
young companies established by women and  
often also for company successions by women.

The services provided by Akelei e. V. and ISI e. V. are funded by the European Social Fund (ESF) and by Senatsverwaltung für Wissenschaft, Gesundheit, Pflege und Gleichstellung (Senate Department for Science, Health, Care and Equality). The other offers are funded by Senatsverwaltung für Wirtschaft, Energie und Betriebe (Senate Department for Economics, Energy and Public Enterprises).

The centre for women starting up in business (see page 139) is also an important point of contact for women founders.





CONSULTANCY AND IN-HOUSE TRAINING  
BUSINESS SUPPORT PROGRAMMES

# *Commercial property and space, founder and innovation centres*

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THE BUSINESS SUPPORT PROGRAMMES



BUSINESS SUPPORT PROGRAMMES  
COMMERCIAL PROPERTY AND SPACE,  
FOUNDER AND INNOVATION CENTRES



Important technical terms are explained in the Glossary (refer to page 144 and following).

# Gründer- und Innovationszentren / Founder and innovation centres



## AIM

- The provision of requirement-orientated, purpose-centred and favourably priced business facilities should enable the formation of operating location communities for those starting up in business or young entrepreneurs in the trades, services and in the production sectors as well as in technology-orientated industries.
- The advisory and other services on offer in some centres mean that companies can develop in line with their direct aims.

## WHO

- Individuals or legal entities whose main business activities are based in Berlin and who are suitable both in terms of person and qualifications.
- Subsidiaries of large corporations are not eligible.
- Preconditions for this include a tenable business concept, ecologically compatible services or products as well as prospects for economic success and growth.
- The company should not have been established more than three years previous.

## WHAT

- The centre management of the “founder centres” (GZ) offer facilities for start-ups with service and support offers, such as reception, post and telephone services, typing pool, conference and beverage services, conference rooms and copy centres.
- The technology-orientated founder centres (TGZ) additionally offer communication and co-operation on site, in particular, with universities and/or application-orientated research institutes, as well as community activities. The centre management offers support in economic and technical matters, in PR work or when it comes to establishing co-operation relations with national and, in some cases, international partners.
- These offerings are bundled at the innovation centres/parks which were established primarily for the development of future-orientated technology bases.





**HOW**

- ↳ The rent terms are always determined on the basis of the location in question.
- ↳ The subsidies result from favourable rents (particularly with a view to the development standard and the infrastructure provided) as well as the specifically designed environment.
- ↳ The occupation period in a founder centre is usually unlimited.
- ↳ The regular occupation period in a technology centre set up funds from the common task "improvement of regional economic structure" (GRW, see page 48) is five to eight years max.
- ↳ Services can be used individually.
- ↳ The costs of those services that cannot be directly allocated to individual companies will be included in a general levy or in the ground rent, respectively.

**WHERE**

- ↳ Queries and applications should be submitted to the centre operators listed in the following.
- ↳ Berlin's universities of applied sciences and universities with technology degree programmes offering students suitable space and a wide range of support for start-ups. If interested, please contact your university of applied sciences or university.

**Charlottenburger Innovations-Centrum (CHIC)**

Focus of attention: Creative industries and the arts, transport and mobility, renewable energies and green-tech, microsystems technology and sensor technology, ICT and media, biotechnology and life science

**Innovations- und Gründerzentrum des Campus Berlin-Buch**

Focus of attention: Biotechnology, biomedicine (development of molecular diagnostics and therapies, clinical developments, genetic engineering, bioinformatics), nanobiotechnology, medical technology

Services: Industry-specific rental space - laboratories, offices - at favourable terms and conditions with a high degree of flexibility. Located close to fundamental and clinical research institutions as well as institutions for special and maximum clinical care. Comprehensive service, infrastructure and network offers



Operation and rental:

**WISTA-MANAGEMENT GMBH**

Rudower Chaussee 17, 12489 Berlin

Local contact:

Ms Olivia Budek

Bismarckstraße 10-12, 10625 Berlin

Tel. +49 (0) 30 / 59 00 83-1 05

[budek@wista.de](mailto:budek@wista.de)

[www.charlottenburg.wista.de](http://www.charlottenburg.wista.de)



Operation and rental:

**BBB Management GmbH****Campus Berlin-Buch GmbH**

Robert-Rössle-Straße 10, 13125 Berlin

CEO: Ms Dr Christina Quensel

Managing Director:

Dr. Ulrich Scheller

Tel. +49 (0) 30 / 94 89-25 11

[office@campusberlinbuch.de](mailto:office@campusberlinbuch.de)

Rental management:

Ms Anita Fuhrmann

Tel. +49 (0) 30 / 9489 2525

[a.fuhrmann@campusberlinbuch.de](mailto:a.fuhrmann@campusberlinbuch.de)

[www.campusberlinbuch.de](http://www.campusberlinbuch.de)





Operation and rental:

**IMG Innovationspark Wuhlheide**

Köpenicker Straße 325, 12555 Berlin  
Corona Hausverwaltung &  
Immobilien OHG  
Tel. +49 (0) 30 / 65 76-44 00  
[info@corona-immobilien.de](mailto:info@corona-immobilien.de)  
[www.ipw-berlin.info](http://www.ipw-berlin.info)



Operation and rental:

**TGS Technologie- und  
Gründerzentrum Schöneeweide**

Ostendstraße 25, 12459 Berlin  
Corona Hausverwaltung &  
Immobilien OHG  
Tel. +49 (0) 30 / 65 76 44 00  
[info@corona-immobilien.de](mailto:info@corona-immobilien.de)  
[www.tgs-berlin.de](http://www.tgs-berlin.de)



Operation and rental:

**WISTA-MANAGEMENT GMBH**

Rudower Chaussee 17, 12489 Berlin  
Tel. +49 (0) 30 / 63 92-22 00  
[info@wista.de](mailto:info@wista.de)  
[www.adlershof.de](http://www.adlershof.de)

**Technologie- und GründerZentrum im Innovationspark Wuhlheide (IPW)**

Industries of current companies: Materials technology, information and communications technologies, biotechnology / medical technology, environmental systems and technologies, optoelectronics / microsystems technology, renewable energies, measuring and precision-instrument technology, construction and rehabilitation technologies

**Technologie- und Gründerzentrum Schöneeweide (TGS)**

Focus of attention: Environmental technology, information and communication technology, automation technology, laser technology

**Wissenschafts- und Technologiepark Berlin-Adlershof (WISTA)**

Focus of attention: Photonics and optics, microsystems and materials, photovoltaics and renewable energy, biotechnology and environment, IT and media

Comprehensive services for enterprises: Flexible and technically perfectly equipped office/laboratory units, start-up and support consultancy, special services for foreign companies, project development, integration into specialist networks, communication services, internationalisation, trade show participation, job exchange, conference and event service

## Gründerinnenzentrum / Centre for women starting up in business

### Gründerinnen- und Unternehmerinnenzentrum WeiberWirtschaft

This centre facilitates companies from different sectors as well as women's clubs and associations. This ecologically managed centre includes a conference area, two catering outlets and is home to more than 60 businesses owned/managed by women.

This diversity promotes the development of cross-sector ties and business relations and provides an opportunity to build bridges between commercial and non-commercial facilities. This creates the ideal foundation for improved quality of work and life.



Owner:

**WeiberWirtschaft eG**

Anklamer Straße 38, 10115 Berlin

Dr Katja von der Bey

Tel. +49 (0) 30 / 44 02 23-0

[infos@weiberwirtschaft.de](mailto:infos@weiberwirtschaft.de)

[www.weiberwirtschaft.de](http://www.weiberwirtschaft.de)



BUSINESS SUPPORT PROGRAMMES  
COMMERCIAL PROPERTY AND SPACE,  
FOUNDER AND INNOVATION CENTRES



These offers are particularly suitable for female founders and young companies set up by women.

# Landeseigene Gewerbegrundstücke – Erbbaurecht / State-owned commercial properties - heritable building rights



## Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics,  
Energy and Public Enterprises)  
Division IV A - Property Management,  
Future Locations, Commercial Property  
Development

Martin-Luther-Straße 105, 10825 Berlin  
Ms Karin Liecke

Tel. +49 (0) 30 / 90 13-74 85

[karin.liecke@senweb.berlin.de](mailto:karin.liecke@senweb.berlin.de)

Mr Andy Kürschner

Tel. +49 (0) 30 / 90 13-85 82

[andy.kuerschner@senweb.berlin.de](mailto:andy.kuerschner@senweb.berlin.de)

[www.berlin.de/sen/wirtschaft](http://www.berlin.de/sen/wirtschaft)

### AIM

- ↳ To attract companies and to promote the expansion of companies on state-owned commercial and industrial properties

### WHO

- ↳ Companies in the processing industry, skilled crafts businesses as well as production-orientated service companies with demand for space for investment projects worth supporting from an economic perspective

### WHAT

- ↳ Direct allocation of state-owned properties, by way of heritable building rights, by BIM Berliner Immobilienmanagement GmbH or by the respective district administration after examination of the individual case.

### HOW

- ↳ Informal application along with the planned investment project



[www.bim-berlin.de/immobilien/angebote/erbbaurechte-verkauf](http://www.bim-berlin.de/immobilien/angebote/erbbaurechte-verkauf)



[www.bim-berlin.de/immobilien/angebote/erbbaurechte-verkauf/erbbaurechte](http://www.bim-berlin.de/immobilien/angebote/erbbaurechte-verkauf/erbbaurechte)



# Appendix

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Important technical terms are explained in the [Glossary](#) (refer to page 144 and following).

# Support under the European Structural and Investment Funds in Berlin

## STRUCTURAL FUNDS 2014-2020 AND 2021-2027

In the 2014 to 2020 programming period, the Federal State of Berlin will receive around EUR 635m in funds from the European Regional Development Fund (ERDF) as well as EUR 215m from the European Social Fund (ESF). Since 2021, a further EUR 121.4m has been additionally allocated from the REACT EU funds (ERDF and ESF) to support projects directly related to crisis management during the COVID19 pandemic and its consequences. Funding from this programming period is available until the end of 2023.

In the new 2021 to 2027 programming period, the Federal State of Berlin is expected to receive around EUR 680m from the European Regional Development Fund (ERDF) and around EUR 149m from the European Social Fund Plus (ESF+) by the end of 2029. The programmes of both funds were approved in June 2022.

## AREAS WHERE SUPPORT IS USED

The ERDF is the most important EU regional financing instrument. This fund contributes to measures that are strengthening economic and social cohesion in the European Community by compensating for regional imbalances.

The ERDF funds are used in Berlin to a large extent to promote innovation. Almost 50% of ERDF funds is earmarked for research, development and the market launch of new products and solutions but also to strengthen highly innovative companies. Investment activities by small and medium-sized companies as well as founders are also supported. In order to achieve the ambitious energy and climate policy goals of Berlin, Berlin-based companies can benefit from support for investments in energy-saving technologies, from the use of renewable energy and the change in production processes.

This is being implemented within the scope of the 2014-2027 Operational Programme and the 2021-2027 ERDF Programme. Information regarding the main focus of the programme, selection criteria and contacts as well as a funding guide can be found on the website of the Senate Department for Economics, Energy and Public Enterprises.

The ESF is the most important instrument of the European Union for promoting employment in Europe. It improves access to jobs, offers qualification programmes and supports social integration.

This is currently being implemented within the scope of the both the 2014-2020 Operational Programme and the 2021-2027 ESF+ Programme.

The funds from the ESF 2014-2020 programming period are largely used to facilitate access to employment for those looking for jobs and the unemployed and to improve the mobility of labour. These funds will be used in Berlin in order to consolidate and improve the labour market successes achieved. In light of demographic developments, the aim here is to fully exploit the potential to attract skilled people.



Co-funded by  
the European Union

The Berlin ESF+ programme for the 2021-2027 funding period focuses on the programme priority “Educate!” in both strategic and financial terms. The aim is to increase educational success and reduce existing educational inequalities at school and in the transition to training and employment. Other focal points are social inclusion and securing skilled labour.

Information regarding the main focus of ESF funding, selection criteria and contacts as well as a comprehensive collection of documents can be found on the website of the Senate Department for Economics, Energy and Public Enterprises.

Support programmes that are backed by funding under the ERDF and the ESF are marked in this Guide with the EU logo.

#### EUROPEAN TERRITORIAL CO-OPERATION / INTERREG 2014–2020

Berlin is benefitting from funding under the “European Territorial Co-operation” (INTERREG) programme, i.e., from ERDF-financed co-operation between partners from different countries of the EU and from third countries. In the current programming period, INTERREG is again being implemented in three main focus areas:

##### - Cross-border co-operation - INTERREG V A:

Regions near the German-Polish border in Brandenburg, Mecklenburg-Vorpommern and Saxony are supported as well as the west-Polish partner regions. Stakeholders in Berlin cannot participate directly, however, they can benefit from the 20% flexibility option of the Brandenburg-Poland programme. This enables financing for a partner involved in a project but outside the co-operation area with a total of up to 20% of the ERDF project budget.

##### - Transnational co-operation - INTERREG V B:

Berlin and Brandenburg are represented in two of the 14 transnational co-operation areas and are hence entitled to submit applications in Central Europe (CENTRAL area) and in the Baltic Sea Region (BSR). Interreg V B is being implemented in close cooperation with the joint Berlin-Brandenburg regional planning. For more information, please go to the website for European Territorial Co-operation in Berlin.

##### - Interregional co-operation - INTERREG EUROPE (formerly INTERREG IV C):

In order to improve regional policies, support is provided to promote interregional co-operation and exchange between partners from several member states regarding “research, technological development and innovation”, “competitiveness of SMEs”, “low-carbon business” as well as “environment and resource efficiency”.



##### Senatsverwaltung für Wirtschaft, Energie und Betriebe

(Senate Department for Economics, Energy and Public Enterprises)  
Europäische Struktur fondsförderung  
(European structural fund financing programme)

Ms Juliane Anton

Tel. +49 (0) 30 / 90 13-83 34

[juliane.anton@senweb.berlin.de](mailto:juliane.anton@senweb.berlin.de)

EFRE-Verwaltungsbehörde

(ERDF administrative authority)

Ms Helga Abendroth

Tel. +49 (0) 30 / 90 13-81 61

[helga.abendroth@senweb.berlin.de](mailto:helga.abendroth@senweb.berlin.de)

ESF-Verwaltungsbehörde

(ESF administrative authority)

Ms Franziska Glaubitz

Tel. +49 (0) 30 / 90 13-82 59

[franziska.glaubitz@senweb.berlin.de](mailto:franziska.glaubitz@senweb.berlin.de)

Europäische Territoriale

Zusammenarbeit,

Interregionale Zusammenarbeit

(European Territorial Co-operation,

Interregional Co-operation)

Ms Sarah Rupprecht

Tel. +49 (0) 30 / 90 13-83 76

[sarah.rupprecht@senweb.berlin.de](mailto:sarah.rupprecht@senweb.berlin.de)



Operational programmes of the ERDF and ESF as well as funding criteria:

[www.berlin.de/strukturfonds](http://www.berlin.de/strukturfonds)

Support for territorial

co-operation (INTERREG):

[www.interreg.de](http://www.interreg.de)

Other promotional portals and training providers:

[www.berlin.de/sen/europa/](http://www.berlin.de/sen/europa/)

[europa-in-berlin/foerdermittel](http://europa-in-berlin/foerdermittel)



## Glossary

### BEIHILFEN / ALLOWANCES

Aid is granted to companies as an economic advantage by public authorities. Examples include low-interest loans and grants to finance a project. For competition reasons, aid may be granted only in exceptional cases (see de-minimis rules).

### BETEILIGUNG - STILLE BETEILIGUNG / PARTNERSHIP - DORMANT PARTNERSHIP

An investment company, a company or an individual holds shares which are recorded in the commercial register. The investment capital counts as equity. The articles of association determine the extent of profit sharing, as well as voting and control rights. A dormant partnership is based on a contribution to equity by investors who, however, waive all or most voting or control rights. These investments are often made for a limited term. The exit conditions – i.e. redemption or sale of the investment to third parties – are laid down in the contract.

### BÜRGSCHAFT - LANDESBÜRGSCHAFT / GUARANTEE - FEDERAL-STATE GUARANTEE

A guarantee is a unilaterally binding contractual relationship in which the guarantor undertakes to the creditor to ensure fulfilment of the debtor's obligation. The guarantee programmes are designed to help founders and companies lacking sufficient collateral to obtain bank loans for their projects.

### DARLEHEN - ZINSVERGÜNSTIGTE DARLEHEN / LOANS - LOW-INTEREST LOANS

A loan is a contract for an obligation where the borrower receives money for the medium to long-term financing of his or her projects in one or more instalments. In return, the borrower undertakes to repay interest and principal when due. Loans under the support programmes are usually linked to subsidised interest rates and often include a longer, redemption-free period (refer to "Allowances").

### DE-MINIMIS

The general de-minimis rule (refer to Regulation (EU) No. 1407/2013, Official Journal L 352 of 24 December 2013) permits subsidies if their value is below a certain threshold value. In this case, the European Commission assumes that such subsidies granted as "de-minimis aid" will not have any significant impact on competition and trade between the Member States. Based on this, governments and/or government agencies can grant financial support to a company or a group of companies. This support does not have to be approved by the European Commission on condition that it does not exceed a threshold value of EUR 200,000 within the current and the two preceding years. Special deviating rules do apply to some sectors (road haulage, agriculture, some services).

### ERP

The European Recovery Programme (ERP) was called the "Marshall Plan" for reconstruction after World War II. Today, the ERP special funds are primarily used to re-finance low-interest loans.

### FREIE BERUFE / FREELANCE PROFESSIONALS

Freelance professions are defined as self-employment in science, the arts and writing, teaching and education. Freelance professions also include higher-level personal services requiring a higher level of education (college or university degree).

### KMU / SME

On 1<sup>st</sup> January 2005, the European Commission introduced a new definition for small and medium-sized enterprises (SMEs). Compliance with this SME criterion is an important precondition for many subsidy programmes. Micro-enterprises are businesses that have less than ten people and which record maximum annual sales or a balance sheet total of EUR 2m. Small enterprises are businesses that have less than 50 employees and which record annual sales or a balance sheet total of no more than EUR 10m. Medium-sized enterprises are businesses that have less than 250 employees and which record annual sales of no more than EUR 50m or a balance sheet total of no more than EUR 43m. Shares in partner companies and affiliated companies must also be included.





#### **KOMBINIERBARKEIT / COMBINATION WITH OTHER PROGRAMMES**

Combining funds from different programmes is generally possible and welcomed. The maximum subsidy sums defined by the EU for the same costs may not be exceeded (see “Allowances” and “De minimis”). Certain support programmes cannot be combined with each other (non-combination rule).

#### **MEZZANINE-KAPITAL / MEZZANINE CAPITAL**

Mezzanine capital or mezzanine financing instruments are financing forms which in legal and economic terms are positioned between equity (equity mezzanine) and external capital (debt mezzanine). Equity mezzanine can be issued, for example, in the form of profit participation rights, participation certificates or dormant partnerships. Other conceivable forms are convertible and warrant bonds. Debt mezzanine must be usually carried as a liability in the balance sheet. The equity character arises when the loan or dormant partnership is subject to subordination. The form of financing depends on the design of the agreement from case to case. It ultimately determines whether the capital is to be treated as debt or at least as economic equity. In general, mezzanine capital as “hybrid capital” should contribute towards improving the company’s financing and balance sheet structure. As a result, it can expand classical loan availability and enable complex project financing. The requirements for a company wishing to receive mezzanine capital are comparable with the requirements that equity investors place on companies. A business plan, a convincing business model, above-average growth opportunities and sufficient cash-flows are just some of the important aspects. Mezzanine financing schemes can be designed in a very flexible manner with regard to maturities and other terms and conditions.

#### **SUBVENTIONSWERT / SUBSIDY VALUE**

The subsidy value is the monetary sum of all grants and subsidies which a company receives during a defined period on the basis of different subsidy and grant programmes (look at “De-minimis”). In the case of a grant, the subsidy value corresponds to the amount of the grant. If a low-interest loan is granted, the subsidy value is the difference between the standard market interest rate (reference rate published by the European Commission) and the effective rate of the loan granted.

#### **UNTERNEHMEN IN SCHWIERIGKEITEN / COMPANIES IN DIFFICULTY**

For competition reasons, support or subsidies for companies in difficulty are generally ruled out. SMEs and large enterprises must always be qualified as “companies in difficulty” if the conditions for opening insolvency proceedings are fulfilled or if more than half the book equity in the case of partnerships or of the capital stock of corporations have been used up. One special requirement applies to young SMEs up to three years after starting up in business. They may experience financial difficulties in the initial phase. In such cases, companies are hence not classified as being in difficulty unless the preconditions for opening insolvency proceedings are fulfilled. Furthermore, large enterprises are additionally deemed to be in difficulty if their indebtedness based on book value exceeded 7.5 percent during the last two years and if the EBITDA to interest expenditure ratio is below 1.0. Companies in difficulty in Berlin can only apply for support within the scope of support for [consultancy services](#) (see page 112) offered by the Federal Office of Economics and Export Control (BAFA) and “[BERLIN liquidity assistance programme](#)” (see page 60) and subject to strict conditions.

#### **ZUSCHUSS, BEDINGT RÜCKZAHLBARER / GRANT, CONDITIONALLY REPAYABLE**

The financing of certain projects can be partly subsidised by a grant that is directly linked to the project, i.e. to the investment or equipment/labour costs applied for. In contrast to a loan, a grant is interest-free and does not have to be repaid. This is conditional upon proof that the funds applied for were used for the agreed purposes, and that the conditions stated in conjunction with the pledge of funds were adhered to. A conditionally repayable grant can be awarded for projects where an insufficient return is to be expected in the case of an average or below-average success of the project.



# Addresses

A

## Public institutions and district authorities

### Agenturen für Arbeit (Job Centres) in Berlin

Addresses and other information about Berlin's job centres can be found here:

[www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur](http://www.berlin.de/special/jobs-und-ausbildung/adressen/arbeitsagentur)

Toll-free hotlines

Tel. +49 (0) 800 4 5555 20 (Employers only)

Tel. +49 (0) 800 4 5555 00 (Employees only)

B

### Berlin Partner für Wirtschaft und Technologie GmbH

Ludwig Erhard Haus, Fasanenstraße 85, 10623 Berlin

Tel. +49 (0) 30 / 4 63 02-2 22

[info@berlin-partner.de](mailto:info@berlin-partner.de)

[www.berlin-partner.de](http://www.berlin-partner.de)

[www.businesslocationcenter.de](http://www.businesslocationcenter.de)

### Berliner Wasserbetriebe

#### Berliner Regenwasseragentur

Neue Jüdenstraße 1, 10179 Berlin

Postal address: 10864 Berlin

Toll-free service number

T.0800 / 292 75 87

[service@bwb.de](mailto:service@bwb.de)

[www.bwb.de](http://www.bwb.de)

### Charlottenburg-Wilmersdorf von Berlin district authorities

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Tel. +49 (0) 30 / 90 29-1 31 10 (call centre)

[wirtschaftsfoerderung@charlottenburg-wilmersdorf.de](mailto:wirtschaftsfoerderung@charlottenburg-wilmersdorf.de)

[www.berlin.de/ba-charlottenburg-wilmersdorf](http://www.berlin.de/ba-charlottenburg-wilmersdorf)

### Friedrichshain-Kreuzberg von Berlin district authorities

Frankfurter Allee 35/37, 10247 Berlin

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### Lichtenberg von Berlin district authorities

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[www.berlin.de/ba-lichtenberg](http://www.berlin.de/ba-lichtenberg)

### Marzahn-Hellersdorf von Berlin district authorities

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### Mitte von Berlin district authorities

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### Neukölln von Berlin district authorities

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### Pankow von Berlin district authorities

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### Reinickendorf von Berlin district authorities

Eichborndamm 215, 13437 Berlin

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### Spandau von Berlin district authorities

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### Steglitz-Zehlendorf von Berlin district authorities

14160 Berlin (Postal address)

Martin-Buber-Straße 2, 14163 Berlin (Office)

Tel. +49 (0) 30 / 9 02 99-52 57

[wirtschaftsfoerderung@ba-sz.berlin.de](mailto:wirtschaftsfoerderung@ba-sz.berlin.de)

[www.berlin.de/ba-steglitz-zehlendorf](http://www.berlin.de/ba-steglitz-zehlendorf)

### Tempelhof-Schöneberg von Berlin district authorities

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[wirtschaftsberatung@ba-ts.berlin.de](mailto:wirtschaftsberatung@ba-ts.berlin.de)

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### Treptow-Köpenick von Berlin district authorities

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[bmbf@bmbf.bund.de](mailto:bmbf@bmbf.bund.de)  
[www.bmbf.de](http://www.bmbf.de)

**Bundesministerium für Wirtschaft und Klimaschutz (BMWK)**  
 (Federal Ministry for Economic Affairs and Climate Action)  
 Postanschrift 11019 Berlin  
 Tel. +49 (0) 30 / 1 86 15-0  
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[www.berlin-partner.de](http://www.berlin-partner.de)  
[www.een-bb.de](http://www.een-bb.de)

**H Handwerkskammer Berlin**  
 (Chamber of Skilled Crafts and Small Businesses in Berlin)  
 Blücherstraße 68, 10961 Berlin  
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[info@hwk-berlin.de](mailto:info@hwk-berlin.de)  
[www.hwk-berlin.de](http://www.hwk-berlin.de)

**I Industrie- und Handelskammer Berlin**  
 (Chamber of Industry and Commerce)  
 Ludwig Erhard Haus  
 Fasanenstraße 85, 10623 Berlin, IHK Service Center  
 Tel. +49 (0) 30 / 3 15 10-0  
[service@berlin.ihk.de](mailto:service@berlin.ihk.de)  
[www.ihk-berlin.de](http://www.ihk-berlin.de)

**L Landesamt für Gesundheit und Soziales**  
 (Regional Office for Health and Social Affairs)  
 Integrationsamt (Integration office)  
 Turmstraße 21, 10559 Berlin  
 Tel. +49 (0) 30 / 9 02 29-00  
[integrationsamt@lageso.berlin.de](mailto:integrationsamt@lageso.berlin.de)  
[www.integrationsaemter.de](http://www.integrationsaemter.de)  
[www.berlin.de/lageso](http://www.berlin.de/lageso)

**S Senatsverwaltung für Integration, Arbeit und Soziales**  
 (Senate Department for Integration, Labour and Social Affairs)  
 Oranienstraße 106, 10969 Berlin  
 Tel. +49 (0) 30 / 90 28-0  
[poststelle@senias.berlin.de](mailto:poststelle@senias.berlin.de)  
[www.berlin.de/sen/ias](http://www.berlin.de/sen/ias)

**Senatsverwaltung für Stadtentwicklung, Bauen und Wohnen**  
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 Württembergische Straße 6, 10707 Berlin  
 Tel. +49 (0) 30 / 9 01 39-30 00  
[post@sensw.berlin.de](mailto:post@sensw.berlin.de)  
[www.berlin.de/sen/sbw](http://www.berlin.de/sen/sbw)

**Senatsverwaltung für Umwelt, Mobilität, Verbraucher- und Klimaschutz**  
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[post@senumvk.berlin.de](mailto:post@senumvk.berlin.de)  
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**Senatsverwaltung für Wirtschaft, Energie und Betriebe**  
 (Senate Department for Economics, Energy and Public Enterprises)  
 Martin-Luther-Straße 105, 10825 Berlin  
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[post@senweb.berlin.de](mailto:post@senweb.berlin.de)  
[www.berlin.de/sen/web](http://www.berlin.de/sen/web)

**Senatsverwaltung für Wissenschaft, Gesundheit, Pflege und Gleichstellung**  
 (Senate Department for Science, Health, Care and Equality)  
 Oranienstraße 106, 10969 Berlin  
 Tel. +49 (0) 30 / 90 28-0  
[poststelle@senwgpg.berlin.de](mailto:poststelle@senwgpg.berlin.de)  
[www.berlin.de/sen/wgpg](http://www.berlin.de/sen/wgpg)

**Central contact partner for service companies**  
 Tel. +49 (0) 30 / 90 13-75 55  
[ea@senweb.berlin.de](mailto:ea@senweb.berlin.de)  
[www.ea.berlin.de](http://www.ea.berlin.de)





**A**

**General advice centres**

**APRIL foundation to promote entrepreneurial ideas**

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Tel. +49 (0) 30 / 4 40 98 00  
[westphal@aprilstiftung.de](mailto:westphal@aprilstiftung.de)  
[www.blog.aprilstiftung.de](http://www.blog.aprilstiftung.de)

**Arbeit und Leben**

**Berlin-Brandenburg DGB/VHS e. V.**

Lorenzweg 5, 12099 Berlin  
Tel. +49 (0) 30 / 5 13 01 92-0  
[office@berlin.arbeitundleben.de](mailto:office@berlin.arbeitundleben.de)  
[www.berlin.arbeitundleben.de](http://www.berlin.arbeitundleben.de)

**B**

**bbw Bildungswerk der Wirtschaft in Berlin und Brandenburg e. V.**

Am Schillertheater 2, 10625 Berlin  
Advice for start-ups  
Tel. +49 (0) 30 / 3 10 05-0  
Toll-free hotline:  
Tel. +49 (0) 800 22 97 466  
[info@bbwev-berlin.de](mailto:info@bbwev-berlin.de)  
[www.bbw-gruppe.de](http://www.bbw-gruppe.de)

**Beratungs- und Service-Gesellschaft Umwelt mbH (B.&S.U.)**

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**Berliner Beratungsdienst e. V. (bbd)**

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[www.bbdev.de](http://www.bbdev.de)

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**Berliner Hochschule für Technik (BHT)**

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[www.bht-berlin.de](http://www.bht-berlin.de)

**Bildungs- und Innovationszentrum der Handwerkskammer Berlin (BIZWA)**

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**BürgerschaftsBank Berlin**

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[info@buergerschaftsbank.berlin](mailto:info@buergerschaftsbank.berlin)  
<https://be.ermoeglicher.de>

**Bundesverband der Deutschen Industrie e. V. (BDI)**

Breite Straße 29, 10178 Berlin  
Tel. +49 (0) 30 / 20 28-0  
[info@bdi.eu](mailto:info@bdi.eu)  
[www.bdi.eu](http://www.bdi.eu)

**Bundesverband der Selbständigen Deutscher Gewerbeverband e. V. (BDS)**

Kurfürstendamm 15, 10719 Berlin  
Tel. +49 (0) 30 / 28 04 91-0  
[info@bds-dgv.de](mailto:info@bds-dgv.de)  
[www.bds-dgv.de](http://www.bds-dgv.de)

**Bundesverband Deutscher Innovations-, Technologie- und Gründerzentren e. V. (BVIZ)**

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**Bundesverband deutscher Kapitalbeteiligungsgesellschaften e. V. (BVK)**

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Reinhardtstraße 29 b, 10117 Berlin  
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[bvk@bvkap.de](mailto:bvk@bvkap.de)  
[www.bvkap.de](http://www.bvkap.de)

**Bundesverband mittelständische Wirtschaft,  
Unternehmerverband Deutschlands e. V.**

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**Business Angels Club Berlin-Brandenburg e. V.**

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Tel. +49 (0) 30 / 25 78 58 69  
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[www.bacb.de](http://www.bacb.de)

**Businessplan-Wettbewerb**

**Berlin-Brandenburg (BPW)**

(Berlin-Brandenburg business plan competition)  
Office at Investitionsbank Berlin  
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[info@b-p-w.de](mailto:info@b-p-w.de)  
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E

**enterability Berlin**

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F

**Förderberatung „Forschung und  
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(“Research and innovation” subsidy  
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Hydrogen guidance service  
Tel. +49 (0) 30 / 2 01 99-4 20  
[beratung@foerderinfo.bund.de](mailto:beratung@foerderinfo.bund.de)  
[www.foerderinfo.bund.de](http://www.foerderinfo.bund.de)

**Forschungsinstitut**

**Betriebliche Bildung (f-bb) gGmbH**

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[www.f-bb.de](http://www.f-bb.de)

**Freie Universität Berlin**

Knowledge and technology transfer  
Profund Innovation  
Altensteinstraße 40, 14195 Berlin  
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[profund@fu-berlin.de](mailto:profund@fu-berlin.de)  
[www.profund.fu-berlin.de](http://www.profund.fu-berlin.de)

G

**Goldnetz gGmbH**

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[office@goldnetz-berlin.de](mailto:office@goldnetz-berlin.de)  
[www.goldnetz-berlin.org](http://www.goldnetz-berlin.org)

**Gsub mbH**

**Gesellschaft für soziale  
Unternehmensberatung mbH**

Kronenstraße 6, 10177 Berlin  
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**IBB Ventures**

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**IG Metall Berlin**

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[www.igmetall-berlin.de](http://www.igmetall-berlin.de)

**Initiative Neue Qualität  
der Arbeit (INQA)**

c/o Bundesministerium für  
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53107 Bonn  
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[www.ibb.de/en](http://www.ibb.de/en)

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[www.kfw.de](http://www.kfw.de)



**LOK.a.Motion**

Gesellschaft zur Förderung lokaler  
Entwicklungspotentiale mbH  
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**Medienboard Berlin-Brandenburg GmbH**

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**Mittelständische Beteiligungsgesellschaft  
Berlin-Brandenburg GmbH**

Berlin office  
Franklinstraße 6, 10587 Berlin  
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[berlin@mbg-bb.de](mailto:berlin@mbg-bb.de)  
[www.mbg-bb.de](http://www.mbg-bb.de)



**PricewaterhouseCoopers GmbH**

Postfach 12 08 08, 10598 Berlin  
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[www.pwc.de](http://www.pwc.de)

**S** **Start up-Kompetenzzentrum Hochschule für Technik und Wirtschaft Berlin**  
Treskowallee 8, 10318 Berlin  
Tel. +49 (0) 30 / 50 19-27 42  
[innotechhub@htw-berlin.de](mailto:innotechhub@htw-berlin.de)  
[startup-stipendium@htw-berlin.de](mailto:startup-stipendium@htw-berlin.de)  
<https://entrepreneurship.htw-berlin.de>

**T** **Technische Universität Berlin**  
Department V – Research  
Centre for Entrepreneurship  
Hardenbergstraße 38, 10623 Berlin  
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More addresses and links can be found on the website of the Senate Department for Science, Health, Care and Equality: [www.berlin.de/sen/frauen/arbeitselbststaendigkeit](http://www.berlin.de/sen/frauen/arbeitselbststaendigkeit)



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# Imprint

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