

Guidelines and Regulations

Expression of Interest

for the Co-Funding of Creative Europe Cooperation Projects



Issued: November 2023

ALLOCATIONS

SESSION BUDGET	MAXIMUM ELIGIBLE AMOUNT PER PROJECT
EUR 60,000	EUR 15,000

CO-FUNDING	DISBURSEMENT
The fund may cover up to 100% of total project costs	70% upon signing of grant agreement 30% following approval of final report

TIMEFRAMES

DEADLINE	RESULTS
08th January 2024	To be issued within ten working days from the submission of a complete expression of interest

1. Introduction

Arts Council Malta (ACM) is issuing an Expression of Interest (EOI) for prospective Malta based cultural and creative applicants planning to submit a project proposal for the current open Call for European Cooperation Projects, as part of the Creative Europe Programme 2021-2027.

Through this EOI, ACM shall be supporting Malta based cultural and creative applicants by endorsing their Cooperation Project and committing to cover the co-funding intensity, or part of, up to a maximum of €15,000, and subject to the conditions laid out under Section 6.

In view of this, prospective applicants are being invited to express their interest by submitting the following in relation to their proposed European Cooperation Project:

- the project description;
- the objectives of the project;
- the partners in the project and their respective role;
- the project's relevance towards ACM's Vision, Mission and Goals;
- the forecast total project budget;
- the co-funding being requested by the Malta based applicants, up to a maximum of €15,000. It is important to note that ACM does not guarantee full co-funding and does not expect to be the sole source of the co-funding.

It is recommended that prior to submitting an expression of interest, prospective applicants should contact the Creative Europe Desk Malta to assist them to register in the Participant Register on the European Commission's portal and be validated by the Central Validation Service.

Strategic Objectives

The objectives of this EOI are in line with Arts Council Malta's Strategy 2025, which aims to:

- Enable strategic connections, networks and creative partnerships with other European/international creatives and cultural organisations.
- Strengthen the role, performance and institutional capacity of the local workforce and that of PCOs to provide enhanced service delivery.
- Build bridges and synergies with other policy areas and cross-cutting themes, such as sustainability, the environment, digitalisation, cultural rights and diversity.
- Contribute to the creative and cultural sectors' sustainable economic development, employment and innovation dimensions.

2. Definitions

- **Applicant**

An applicant may be a legal entity and a self-employed person (i.e., sole traders, where the company does not have legal personality separate from that of the natural person). The applicant must be a Maltese citizen or be in possession of a Malta residence permit or of a Maltese citizenship certificate; or of a Maltese passport.

- **Application**

An application is a submission, inclusive of all mandatory documents and any annexes to the application form made by an eligible applicant.
- **Beneficiary**

The beneficiary is the recipient of the grant. The beneficiary is legally responsible for the implementation of the proposal supported by the European Cooperation Projects. The beneficiary of the grant may not be changed throughout the duration of the funded project and until the final disbursement is issued. The disbursement of the grant may only be issued on behalf of the beneficiary. The beneficiary is responsible to ensure that any VAT invoices are issued on behalf of the beneficiary and include the beneficiary's VAT information.
- **Creative Europe**

Creative Europe is the European Commission's flagship programme to support the culture and audio-visual sectors.
- **Creative Europe programme 2021-2027**

The Creative Europe programme 2021-2027 invests in actions that reinforce cultural diversity and respond to the needs and challenges of the cultural and creative sectors. The main objectives of the programme are to (i) safeguard, develop and promote European cultural and linguistic diversity and heritage; and (ii) increase the competitiveness and economic potential of the cultural and creative sectors. For more information visit <https://culture.ec.europa.eu>.
- **Eligibility**

Expressions of interest will first be screened in terms of technical and artistic eligibility by the Fund administrators and managers. Proposals which are not considered eligible in terms of the set criteria shall not be processed further and shall not undergo evaluation.
- **Evaluation**

Applications deemed compliant and eligible are evaluated against the criteria established in these guidelines by the appointed evaluators.
- **European Cooperation Projects**

European Cooperation Projects are transnational projects involving cultural and creative organisations from different countries taking part in the programme. They give cultural organisations of all sizes the possibility to co-produce, cooperate, experiment, innovate, be mobile and learn from each other.
- **European Education and Culture Executive Agency (EACEA)**

The EACEA manages funding for education, culture, audiovisual, sport, citizenship and volunteering. For the 2021-2027 period, EACEA manages key parts of the Creative Europe programme, amongst others, on behalf of the European Commission.

- **Creative Europe Desk**
Creative Europe Desks are in place in every participating country of the programme, providing assistance related to the programme and help cooperating with organisations in other countries.
- **Legal Entity**
A 'legal entity' is any natural or legal person created and recognised as such under national law or international law. It must have a legal personality and, acting in its own name, be able to exercise rights and be subject to obligations. A legal entity may be categorised in more than one legal status, such as: private entity, public body, non-profit or for-profit organisation, small or medium-sized enterprise (SME), non-governmental organisation (NGO), civil society organisation, research organisation, international organisation, secondary or higher education establishment.
- **Management and administration**
Arts Council Malta is responsible for the management of this scheme. All official correspondence, including the online submission of applications or updates to awarded proposals, must be sent to the address indicated in these guidelines.
- **Mandatory documentation**
Any document(s) needed to support your expression of interest and aiding the evaluation of your project (eg. track records, portfolios, artistic CVs, official correspondence confirming rental of space, permits or other).
- **Maximum funding:**
There is a ceiling amount of €15,000 per project to be allocated. Amounts awarded will be decided on a case-by-case basis, depending on the project.

3. Eligibility

EOIs will first be screened in terms of eligibility. Ineligible EOIs in terms of the points below shall not be processed further and shall not undergo assessment.

3.1 Who can apply?

Legal entities and self-employed persons (i.e., sole traders, where the company does not have legal personality separate from that of the natural person) who:

- have a registered address in the Maltese islands;
- are planning to form part in a Consortium as a **beneficiary** (including being a **coordinator**) and are eligible to submit a proposal for funding to Creative Europe for a small-scale cooperation project;
- require an endorsement letter by ACM to show evidence of co-funding, demonstrating their sufficient financial capacity.

3.2 Who cannot apply?

- Applicants who do not qualify under the definition of applicant for this expression of interest;
- Legal entities which do not have a registered address in the Maltese islands;
- Legal entities not eligible to apply for Creative Europe's Call for proposals for European Cooperation projects;
- Legal entities or self-employed persons who intend to join a Consortium as Associate Partners, Affiliated Entities, subcontractors or as third parties giving in-kind contributions;
- Government entities, including Public Cultural Organisations, with a line vote.

4. Endorsement process

Eligible applications will be assessed internally by representatives from ACM, and an **Endorsement Letter** will be issued if the project is deemed to be of relevance towards ACM's Vision, Mission and Goals, as follows:

- **Vision:** We want the arts to be at the heart of Malta's future.
- **Mission:** Driven by our commitment to cultural rights, we invest in the arts to strengthen Malta's creative and cultural ecology.
- **Goals:**
 1. To invest in and foster diverse artistic and cultural expression.
 2. To support and promote the conditions in which Malta's cultural and creative sectors can flourish.
 3. To advocate and provide for community-led opportunities to engage in arts and culture.
 4. To strengthen Malta's international cultural relations to continue developing international artistic exchanges and collaborations.
 5. To nurture cross-sectoral collaborations that contribute to Malta's sustainable development.
 6. To enable cultural partners, including Public Cultural Organisations, to build and strengthen organisational capacity.

The Endorsement Letter does not guarantee the awarding of the co-funding by ACM, and the financial contribution shall be subject to satisfying all the below conditions:

- i. the successful awarding of funding by Creative Europe for the implementation of a European Cooperation Project, in which the Malta based partner is a beneficiary;
- ii. the availability of Government funds to cover the successfully awarded applications for co-funding;
- iii. the project's relevance towards the ACM's Vision, Mission and Goals, as established in its Strategy 2025 document.

In the event that the total amount requested exceeds ACM's session budget, the co-funding will be awarded according to the ranking order published by the European Education and Culture Executive Agency (EACEA).

5. Submissions

Submissions may be carried out by sending an email to applyforfunds@artscouncil.mt from the date of issue of this EOI until 12:00 (noon) of the deadline. It is essential that in the same email all additional supporting documentation are included, as required in the EOI. **Late submissions will not be accepted.**

6. Applications Process

In the event that the proposal for a European Cooperation Project is successfully awarded funding by the EACEA, the Malta based beneficiary will be required to submit the following documentation:

- A copy of the signed Grant Agreement with the EACEA, confirming the agency's commitment for funding;
- A copy of EACEA's decision letter, which includes the EACEA's assessment of the proposal;
- A copy of the submitted Creative Europe application form;
- A copy of the submitted Creative Europe detailed budget form;
- Copies of any correspondence or MOUs outlining details of collaborations that confirm other commitments of income towards the proposal that were not listed in the Creative Europe budget form;
- Any other documentation in line with the guidelines and regulations that will be issued by ACM for the Creative Europe Co-Funding Scheme.

7. Clarifications and additional information

Any requests for clarifications on this EOI are to be sent by email to fundinfo@artscouncil.mt. You are also welcome to call us on 2334 7230, on weekdays, between 09:00 and 16:00.

Any requests for clarifications related to the Creative Europe Programme 2021-2027 or the Call for Cooperation Projects need to be made with representatives of the Creative Europe Desk Malta, by sending an email to info.culturedesk@ewropakreattiva.mt or by calling on 2090 8990/1.

EOI edited on 10th November 2023