



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2021	Application Reference Number: ICE ____/21/____

INTERNATIONAL CULTURAL EXCHANGES SCHEME

APPLICATION FORM

Name of Applicant

Title of Application

Date of Application submission

Total Amount Requested

(Maximum amount that can be requested under this Fund is Euro 10,000. Applicants may request up to 100% of the project expenditure)

Reference Number

TEMPLATE

1. GENERAL INFORMATION

1.1 Project Title _____

1.2 Project type _____

1.3 Primary area of activity _____

1.4 Secondary area of activity _____

Deadline: Thursday 10th June 2021 (noon)

1.5 Project Description

Insert Project Description

1.6 Did you ever benefit from public funds?

Yes

No

1.7 If yes, kindly specify the name/s and dates of the funds awarded in the past three years.

1.8 Additional Documentation

Add link to files



2. TIME FRAME

2.1 Provide details regarding the key milestones and timeframes to fulfil project including travelling and training activities.

Start Date ___/___/___ (Eligible timeframe 23/08/2021 – 23/02/2023)
End Date ___/___/___

Step 1: _____ From: ___/___/___ to ___/___/___ Description:
Step 2: _____ From: ___/___/___ to ___/___/___ Description: (Add steps as required)

Additional Documentation: + Add files

3. Profiles

TEMPLATE

CV Insert CV of applicant

Profile 1	Name	_____
	Role	_____
	Bio Note	_____
	Artist CV	Insert Artist CV of Profile 1

Add Profiles as required

Additional Documentation: + Add files

4. Criteria

TEMPLATE

Criterion 1: Concept (40 marks)

In terms of this scheme, this criterion considers the artistic idea(s) of the proposal, the international collaborators involved, the relevance of the concept with regards to international exchanges and exposure, as well as the contribution towards the participants' artistic development

- a. Will this concept encourage you to engage in a professional international context? Is the proposed international platform relevant to your artistic development? (10 marks)
- b. How does this exchange encourage further international networking and collaborations? (10 marks)
- c. How strong is your artistic track record and that of the collaborators involved in the project (as presented in the CVs, artistic portfolios and other support material)? (20 marks)

Additional Documentation:
+ Add files



Criterion 2: Project Management (20 marks)

In terms of this scheme, this criterion considers the level of commitment and preparation prior to the funding application, as well as the proposed plan to deliver and achieve the aims targeted.

- a. How strong is the plan to implement the project?

(Kindly include timeframes, workplan with collaborators involved, the skills and track record of the individual/group managing and participating in the project, their role(s) within the project, possible risks envisaged and contingency plans, health and safety measures, especially in view of the COVID-19 situation. (20 marks)

Additional Documentation:
+ Add files

Criterion 3: Audience Engagement (20 marks)

In terms of this scheme, this criterion considers the engagement and the development of international audiences. Engagement refers to the role, the nature of involvement and the experience offered to the audience.

- a. Who are your target audiences? In what way(s) do you plan to reach and engage with them? (10 marks)
- b. Kindly provide information and plans on how you aim to develop new international audiences. You are also required to provide an outline of the marketing, PR and communications plan. (10 marks)

Additional Documentation:
+ Add files

Criterion 4: Budget (20 marks)

This criterion considers how well planned and realistic the presented budget plan is. To make a stronger case in terms of this criterion, you are required to provide quotations to substantiate the budget items (please refer to the budget template further below)

- a. Kindly provide a realistic proposed project budget. (10 marks)
- b. In what way(s) do you intend to manage the project effectively? (10 marks)

Additional Documentation:
+ Add files

5. Budget

TEMPLATE

5.1 Add VAT Certificate of Registration
Upload file

5.2 Tick where applicable
 Registered under Article 10*
 Registered under Article 11 (Exempt)

*Applicants registered under Article 10 who will recover VAT, need to exclude recoverable VAT from the budget.

I hereby declare that to my knowledge the correct declarations are made to Arts Council Malta, and that the proper VAT status is declared. In the case of false declaration, I assume full responsibility of with the applicable consequences.

5.3 Expenditure Fees directly related to project implementation
 Artistic fees
 Add other expenditure

Income Total amount requested from fund
 Add other sources of income

Attach Quotes if available
