



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2021	Application Reference Number: PTP2 ____ / 22 / ____

IL-PREMĴU TAL-PRESIDENT GĦALL-KREATTIVITÀ

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 per year for the duration of three years. Applicants may request up to 100% of the project expenditure)

Reference Number

1. GENERAL INFORMATION

1.1 Project Title _____

1.2 Project type _____

1.3 Primary area of activity _____

1.4 Secondary area of activity _____

1.5 Project Description

Please provide overview of proposed programme of activities

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.

Placeholder for text response to question 1.7.

1.8 Additional Documentation

Add files

2. TIME FRAME

2.1 Provide details regarding the key milestones and timeframes to fulfil project including approvals, safety requirements and maintenance.

Start Date ___/___/___ (Eligible timeframe 12/09/2022 – 12/09/2025)

End Date ___/___/___

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

Additional Documentation: + Add files
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4. Criteria

Criterion 1: Sustainable community development and well-being (25 marks)

The extent to which the project will help foster social, cultural and economic change and regeneration through participation in cultural life

To make your case in terms of this criterion, you will be required to:

- a. Identify the specific community needs your application addresses (5 marks)
- b. Explain the participatory creative process being proposed, along with the underlying rationale and goals (5 marks)
- c. Explain the project's prospective contribution towards inspiring and enabling sustainable community development (5 marks)
- d. Sum up previous work which the application builds upon, as applicable (5 marks)
- e. Provide a development plan for specific initiatives being developed, as applicable (5 marks)

Additional Documentation:

- + With regards to initiatives that were already tried and tested, a sum-up of the specific initiative (including relevant documentation, links, and materials)
- + Add files

Criterion 2: Widening of participation in cultural life (25 marks)

The extent to which the project champions the right to participation in cultural life

To make your case in terms of this criterion, you will be required to:

- a. Explain the project's contribution towards widening participation of disadvantaged groups in quality arts experiences, arts-engagement activities, creative exchange (10 marks)
- b. Provide a clear outline of the range of artistic experiences the project proposes (15 marks)

Mandatory Documents:

+ Relevant supporting evidence of the legal framework of the applicant entity or entities

Additional Documentation:

+ Add files

Criterion 3: The quality of the project (25 marks)

To make your case in terms of this criterion, you will be required to:

- a. Elaborate on the participatory creative process (10 marks)
- b. Provide CVs/bionotes of the proposed project team members and all collaborators (10 marks)
- c. Provide an effective dissemination plan (5 marks)

Mandatory Documents

- + A letter of Intent from relevant partner(s) stipulating availability and commitment to the proposed project
- + Detailed dissemination and communications plans

Additional Documentation:

- + A most recent Good Standing Certificate of Registration (applicable only to entities registered with Malta Business Registry)
- + Add files

Criterion 4: Project Management (25 marks)

To make your case in terms of this criterion, you will be required to:

- a. Provide a well-thought-out and clearly-articulated project plan (5 marks)
- b. Provide realistic time frames (5 marks)
- c. Provide a realistic project budget for year 1 and a separate forecast budget for year 2 and year 3, explaining efforts to secure funds from other sources (5 marks)
- d. Elaborate on your sustainability plan beyond the grant period (5 marks)
- e. Pitch the project succinctly with due consideration to both the artistic side and the social side of the project (5 marks)

Mandatory Documents:

- + A sustainability plan beyond the grant period
- + Detailed project budget breakdown for year 1

Additional Documentation:

- + Add files

5. Budget

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 Breakdown Budget for Year 1 of 3

Expenditure Artistic Fees
 Contingency (10% of total budget cost)
 Add other expenditure

Income Total amount requested from fund
 Add Other sources of income

Attach Quotes if available
