



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2024	Application Reference Number: TDS1 ____ / 24 / ____

# TRAINING AND DEVELOPMENT SCHEME STRAND 1 - 18 YEARS AND OVER

## APPLICATION FORM

Title of Application

Date of Application submission

Total Amount Requested

(Maximum amount that can be requested under this Fund is Euro 2,000. Applicants may request up to 100% of the project expenditure)

Reference Number

Project title \_\_\_\_\_

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### 1. GENERAL INFORMATION

1.1 Project type \_\_\_\_\_

1.2 Primary area of activity \_\_\_\_\_



1.3 Secondary area of activity \_\_\_\_\_

1.4 Project Description

Insert Project Description

1.5 Project Description Summary

Provide a summary of the project description in not more than 150 words. Should the proposal be awarded funding, this description will be featured on arts council.mt.

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 Will the project include expenses that are eligible to an Access Support?

Yes No



1.9 If yes, kindly justify how the proposal will benefit from this support. Please indicate the amount of this cost. When filling in the budget section, kindly include this expense in the budget section. In the Income section, kindly include the amount of Access Support requested, this may not exceed €2,000.

Additional Documentation

+ Add files

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## 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 12/04/2024 – 11/04/2025)\*  
End Date     \_\_\_/\_\_\_/\_\_\_

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

Additional Documentation:  
+ Add files

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\*In the case of Call 2, the eligible timeframe is between the 17<sup>th</sup> August 2024 and 16<sup>th</sup> August 2025

3. Profiles

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

Add Profiles as required

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Additional Documentation:  
+ Add Reference letter if applicable

Mandatory Documentation:  
+ Add acceptance letter or justification  
+ Add files

## 4. Criteria

### Criterion 1: Relevance (40 marks)

In terms of this scheme this criterion considers the concept, plan and intention of the applicant. This criterion also considers the impact of the proposed programme to the formation of the creatives, collaborators and participants when relevant. Specifically the applicant should answer the questions below: How relevant is the proposed programme to the training needs of the applicant vis-à-vis the current stage in their career and/or formation?

- a. How relevant are the proposed learning outcomes to your professional development? (10 marks)
- b. What are the merits of the learning platform and/or programme proposed? (15 marks)
- c. Does the method of delivery and professionals engaged in the programme (tutors, mentors etc) support your training needs? How? (15 marks)

**Additional Documentation:**

- + Add audiovisuals (or a link in case of files exceeding 5MB) if applicable
- + Add files

### Criterion 2: Management (20 marks)

In terms of this scheme this criterion considers the level of commitment and preparation prior to the proposal as well as the proposed plan to deliver and achieve the objectives of the application.:

- a. Clearly define the learning outcomes of the application (10 marks)
- b. Kindly provide sufficient evidence of your ability to manage the activity responsibly and successfully (include financial management and co-funding, if necessary). (10 marks)

**Additional Documentation:**

- + Add files



Criterion 3: Opportunities (20 marks)

In terms of this scheme this criterion considers the engagement of the creatives and creation of new national and international networks. Engagement refers to the role, the nature of involvement and the experience of the creatives and collaborators when relevant.

- a. Will this programme expose you to new national/international networks? (10 marks)
- b. Will the programme provide you with further opportunities for collaborations, dialogue and exploration on a national/international level? (10 marks)

Criterion 4: Budget (20 marks)

This criterion considers how well planned and realistic the presented budget plan is.

- a. Please provide a clear budget breakdown including expenses directly related to the proposed project. Kindly explain the rationale for the expenses of the project. (20 marks)

Additional Documentation:  
+ Add files



## 5. Budget

Expenditure      Course Fees  
                         Add other expenditure

Income            Total amount requested from fund  
                         Add Other sources of income

Attach Quotes if available

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TEMPLATE