



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2025	Application Reference Number: CAH1____/25/____

CULTURE AND HEALTH PLATFORM FUND FOR THE MALTESE ISLANDS

STRAND 1 – INTERNATIONAL LEARNING MOBILITY APPLICATION FORM

Title of Application

Date of Application submission

Total Amount Requested

(Maximum amount that can be requested under this Fund is Euro 3,000. Applicants may request up to 100% of the project expenditure)

Reference Number

Project title _____

1. GENERAL INFORMATION

1.1 Project type _____

1.2 Primary area of activity _____

1.3 Secondary area of activity _____

1.4 Project Description

Insert a description of the international learning mobility.

1.5 Project Description Summary

Provide a summary of the international learning mobility in not more than 150 words. Should the proposal be awarded funding, this description will be featured on www.artscouncil.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.

Additional Documentation

+ Add 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 11/07/2025 – 10/07/2026)
End Date ____/____/____

Step 1: _____

From: ____/____/____ to ____/____/____

Description:

Step 2: _____

From: ____/____/____ to ____/____/____

Description:

(Add steps as required)

Additional Documentation:
+ 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 opportunity to the formation of the artists, collaborators and participants when relevant. Specifically the applicant should answer the questions below:

- How does this opportunity contribute to the applicant's professional growth and what is its relevance? In what ways does the applicant expect this experience to benefit their practice or career development? (10 marks)
- Provide an outline which explains how the proposed shadowing/mentoring opportunity will be structured and delivered (10 marks)
- What are the merits and value of the selected host/mentor? (10 marks)
- How does the chosen delivery method, and the professionals engaged, support the applicant's specific training or development needs? Applicants should also consider how the application aligns with the underlying principles of the Right to Culture – Resource Kit and the Charter for the Status of the Artist as in Section 1 of the scheme's Guidelines and Regulations. (10 marks)

Mandatory Documentation:

- + Add the delivery method of the shadowing/mentoring opportunity
- + Add audiovisuals (or a link in case of files exceeding 5MB) if applicable

Additional Documentation:

- + 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.

- Provide an outline of the goals and outcomes envisaged. (10 marks)
- What experience or skills does the applicant have that demonstrate ability to manage this activity effectively, including financial responsibilities? If applicable, please provide details on co-funding and the plan to manage the project's budget. (10 marks)

Additional Documentation:
+ Add files

Criterion 3: Opportunities (20 marks)

This criterion considers the artists' long-term professional benefits and the acquisition of new skills and experience.

- a. Is the opportunity set to provide the applicants with long-term professional benefits that come with the experience? (10 marks)
- b. Will there be an opportunity to acquire new skills and experience as well as the potential for long-term collaboration with the host? (10 marks)

Mandatory Documentation:
+ A signed letter of intent by the host partner

Additional Documentation:
+ Add files

Criterion 4: Budget (20 marks)

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

- a. Is the application, including the budget presented, well-researched and well-planned? (10 marks)
- b. Are the objectives of the project clearly reflected throughout the application and financial plan? (10 marks)

Additional Documentation:
+ Add files

5. Budget

5.1 Add VAT Certificate of Registration
[If the applicant does not carry out economic activity and is not registered for VAT a declaration indicating this is to be uploaded in this field]
Upload file

5.2 Tick where applicable

- ☐ Registered under Article 10*
- ☐ Registered under Article 11 (Exempt)
- ☐ Not Registered for VAT

*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 Download the De Minimis Form through the below link, fill it in, and sign.

[Press to download form](#)

For queries about your NACE Code visit: <https://nso.gov.mt/nsos-business-register/>

Upload the filled in and signed De Minimis declaration form

Expenditure Artistic fees
 Add other expenditure

Income Total amount requested from fund
 Add Other sources of income

Attach Quotes if available