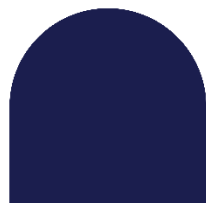


The President's Fund for Creativity Guidelines and Regulations



ARTS
COUNCIL
MALTA



**The President's Fund
for Creativity**

Issued: June 2025



ALLOCATIONS

SESSION BUDGET	MAXIMUM ELIGIBLE AMOUNT PER PROJECT
€160,000	€15,000 per project <u>subject to the availability of Government funds</u>

CO-FUNDING	DISBURSEMENT
The fund may cover up to 80% of total project costs	70% upon signing of grant agreement 30% following approval of final report

TIMEFRAMES

SUBMISSION DEADLINE	NOTIFICATION	ELIGIBLE TIMEFRAMES
15 th July 2025	11 th September 2025	12 th September 2025 – 11 th September 2027



1. Introduction

The President's Fund for Creativity is one of a series of initiatives aimed at strengthening inclusivity, community development, and well-being through cultural participation and creative expression by supporting projects and programmes. The fund forms part of a diverse portfolio of schemes and initiatives to maximise the potential of Malta's creative growth by encouraging engagement in the cultural sectors, facilitating cultural exchange, and championing cultural rights. Applications may seek support for a pilot initiative, or for the development of an initiative that the organisation has already tried and tested.

The potential of creative expression in fostering social and cultural change and regeneration has been shown and proven in a number of contexts, including those characterised by socially challenging environments, poverty, and exclusion. This understanding is the basis for The President's Fund for Creativity.

The fund provides recognition and support at the highest level of the state to exciting initiatives built on the values of equity, diversity, inclusiveness, and sustainability in the sector of culture and the arts and in the social sector respectively—especially those working with disadvantaged groups, to engage the groups in creativity and arts-driven projects and increase their level of integration and engagement in society.

The President's Fund for Creativity is linked to the implementation of Arts Council Malta's ongoing strategy, with a particular focus on championing cultural rights and providing further opportunities for people to engage in creative expression.

The fund is specifically linked to important priorities articulated in the Council's ongoing strategy, namely, to invest in:

- A wider spectrum of quality work that inspires community cultural exchange and engages with a broader range of people—both as participants and audience.
- Artists and organisations that promote cultural diversity and address cultural inclusion and accessibility.
- Championing cultural rights.

The fund forms part of our funding programmes for community exchange, which aim at investing in:

- Increased cultural participation across Malta and Gozo;
- Better understanding and engagement between artists and communities;
- More diversity in cultural programming;
- More importance devoted to a culture that is much more representative of Maltese society in general;
- Sustainable development.



The President's Fund for Creativity aims at:

- Supporting organisations and institutions that target the social needs and well-being of the community, especially disadvantaged and hardly-reached groups—with a special emphasis on children, youth, senior citizens, disabled people, and people with different ethnic backgrounds—through cultural participation and creative expression.
- Providing disadvantaged groups with accessibility to a wide range of quality art experiences and art-engagement activities, as well as acting as a platform for young promising talent and intergenerational as well as intercultural dialogue.
- Incentivising the contribution of organisations active in the arts and culture sector towards community development and collaborative arts projects.

This fund provides support for the development of collaborative projects, programmes, and practices designed to foster diversity, equity, inclusion, belonging, well-being, and regeneration through cultural engagement. It invests in collaboration between organisations active in the cultural and creative sector and in the field of social and community development. The application shall clearly demonstrate the benefits of the project to the community.

The lead partner may collaborate with one or more other organisations and/or with one or more individual practitioners to develop a community arts project, programme, practice that combines the highest standards of quality and good practice, both from the artistic perspective and from the social perspective.

In line with Strategy 2025, and with ACM's commitment to support the arts, namely that of adopting a sustainable and accountable approach to public investment:

Applicants are encouraged to give due consideration, as appropriate, to the principles explained in the [Right to Culture – Resource Pack](#), with particular regard to community engagement and the adoption of a rights-based approach to their work. This resource pack is aimed at increasing awareness regarding inclusivity and supporting the implementation of cultural rights in our day-to-day practice.

Applicants are also expected to give due consideration, as appropriate, to the principles outlined in the [Charter for the Status of the Artist](#), to ensure fair and just working conditions for artists, embracing artistic freedom, accessibility, formal/informal/non-formal skill recognition, appropriate socio-economic conditions, non-discrimination and equity, due ethical considerations and upholding intellectual property rights and international labour law. The Charter for the Status of the Artist provides a dynamic frame of reference for legislation, policies, and initiatives which directly or indirectly impact artists and cultural and creative sectors, ensuring that actions are aligned with the ultimate long-term vision of elevating the status of artists and cultural workers in Malta in line with their value in society.

The President's Fund for Creativity is managed jointly by the Office of the President of the Republic and Arts Council Malta.

2. Definitions

Activities falling within the cultural and creative sector

1. Arts (literature, visual arts, music, performing arts, interdisciplinary)
2. Creative Business Services (design, architecture, cultural tourism, and cultural services)
3. Heritage (crafts, traditional festivals and celebrations, cultural sites, antiques)
4. Media (publishing and printed material, audiovisuals, including film and video production, film servicing, television, video games, radio, online media)

Applicant

An applicant is an organisation, entity or institution; whether public, non-governmental or private. Applications shall not be filed by individuals in their own name. Applicants must not be employees of Arts Council Malta or of the Office of the President or involved in the management of the Fund.

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 responsible for the implementation of the proposal supported by the fund. 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. In the case of a beneficiary who does not carry out an economic activity and as a result is not registered for VAT, the beneficiary has the duty to ascertain that they will receive a fiscal receipt for the goods and services received.

Collaboration

In the context of community-engaged arts, collaboration refers to a community-engaged process relating to creative expression and experience that involves both professional creative practitioners and social institutions, grassroots groups, or individuals. It is aimed at promoting, enabling, and supporting meaningful participation and creative expression, and fostering greater awareness and understanding of diverse narratives—acknowledging the opportunities and challenges presented by alternative viewpoints and voices. While there is no one model of community-engaged creative expression and experience, collaboration acknowledges the opportunities and challenges presented by alternative viewpoints and voices. It aims to enrich the experience of all participants by providing a platform for openness, radical inclusion, authenticity, and critical thinking, and it facilitates the sharing of ideas, knowledge, and practices. Collaboration helps realise the right to culture and unleash the powers of art and culture.

Cooperatives

Cooperatives must be registered with the Co-operatives Board. For more information visit <https://maltacooperativefederation.coop/coops/bord-tal-koperattivi/>.

Creative practitioners

All artistic and creative individuals active in the cultural and creative sectors.



Disbursement of Funds

The grant will be disbursed as indicated on page 2 of these guidelines and regulations. A cheque payment will be issued on behalf of the applicant. The applicant must have an active bank account when submitting the application.

Diversity

Individual differences in terms of age, gender, sexual orientation, ability, ethnicity, culture, belief, language, and socioeconomic background in communities, creatives, and audiences.

Eligibility

Applications 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.

Community

A group of people who share values, customs, identities, or practices.

Cultural mediator

In the migration context, a professional who facilitates communication (including interpretation) between people speaking different languages or coming from different cultural backgrounds.

Diversity

Individual differences in terms of age, gender, sexual orientation, ability, ethnicity, culture, belief, language, and socio-economic background, with regard to communities, creatives, and audiences.

Eligibility

Applications will first be screened in terms of technical and artistic eligibility by the fund administrators and managers. Proposals not considered eligible in terms of the set criteria will not be processed further and will not undergo evaluation.

Evaluation

Applications deemed compliant and eligible are assessed against the criteria established in these guidelines and regulations by the appointed evaluators.

Evaluation Board

Arts Council Malta, in collaboration with the Office of the President, appoints an evaluation team for each call under the fund—selected from Arts Council Malta's pool of evaluators. The Arts Council may appoint both local and foreign professionals in the sector of culture and the arts.

Formal education

Formal education includes primary, lower and upper secondary, post-secondary, and tertiary education leading to a recognised certification, degree, diploma, or professional qualifications.

Informal education

Informal education encompasses any formation programmes occurring outside the structured curriculum. This can occur within formal education institutions such as schools or other institutions such as museums.



Fund (the)

The President's Fund for Creativity

Group

A number of persons with or without legal personality may form a group. One of the persons involved must take the leading role and have the main legal responsibility for managing the project and the grant. This person 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.

Individual

Individuals applying for a grant must be Maltese citizens; or be in possession of a Malta residence permit; or of a Maltese citizenship certificate; or of a Maltese passport.

Management

Arts Council Malta is jointly responsible for the management of this Fund, in consultation with the Office of the President. All official correspondence, including the submission of applications, must be sent to the address indicated in these guidelines and regulations.

Mandatory Documentation

Any document(s) needed to support your proposal and aid the evaluation of your project (e.g. 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.

Participatory arts practice

Arts practice in which the practitioner facilitates one or more creative processes with participants.

Quality arts

Arts driven by excellence. In community arts, the primary emphasis lies on the quality of the participatory creative process, with due consideration to quality outcome which in turn fosters a passion for creative expression and cultural participation and contributes towards increasing well-being.

Registered entities

An entity legally established and registered in Malta. Registered entities must be registered with the Malta Business Registry, in accordance with the Companies Act requirements in the case of a company or a partnership, and in accordance with the Civil Code in the case of a foundation and an organisation/association.

Self-sustainability

Refers directly to those projects, which may, in the short or long-term, prove to be financially sustainable, i.e. can be implemented without the need of public investment. Financial sustainability of the project may be the result of the contribution, participation or investment of third parties in the products or services being offered by the applicant(s) within the proposed project.

Single undertaking

Includes all enterprises having at least one of the following relationships with each other:

- a. One enterprise has a majority of the shareholders' or members' voting rights in another enterprise;
- b. One enterprise has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of another enterprise;
- c. One enterprise has the right to exercise a dominant influence over another enterprise pursuant to a contract entered into with that enterprise or pursuant to a provision in its memorandum or articles of association;
- d. One enterprise, which is a shareholder in or member of another enterprise, controls alone, pursuant to an agreement with other shareholders in or members of that enterprise, a majority of shareholders' or members' voting rights in that enterprise.

Enterprises having any of the relationships referred to in points (a) to (d) above through one or more other enterprises shall be considered to be a single undertaking.

Undertaking

An undertaking is defined as an entity engaged in an economic activity within the meaning of Article 107 TFEU (i.e. any activity consisting in offering goods and services on a market), regardless of its legal status and the way in which it is financed. The classification of a particular entity as an undertaking depends entirely on the nature of its activities. The application of the State Aid rules does not depend on whether the entity is set up to generate profits. Non-profit entities can also offer goods and services on a market. Where this is not the case, non-profit entities remain outside the scope of State Aid. Furthermore, the classification of an entity as an undertaking is always relative to a specific activity. An entity that carries out both economic and non-economic activities is to be regarded as an undertaking only with regard to the former.

Voluntary Organisation

An organisation legally established, and/or publicly registered in Malta, having a statute. Voluntary organisations must be enrolled with the Commissioner for Voluntary Organisations in accordance with the Voluntary Organisations Act requirements (<http://www.maltacvs.org>). The applicant must be a legally authorised representative of the organisation.

3. Eligibility

Projects will first be screened in terms of eligibility. Ineligible proposals in terms of the points below will not be processed further and will not undergo evaluation.

Minimum eligible timeframe to implement the project: 12 months.

Maximum eligible timeframe to implement the project: 24 months.

3.1 Who can apply?

Applicants must be working in the field of social and community development, or active in any cultural and creative field to be eligible. The project must target the needs of disadvantaged groups through arts, creative expression, and cultural participation.



The fund offers two options: a State aid option and a non-State aid option. The State aid option is available to undertakings that carry out an economic activity within the meaning of Article 107 TFEU, for which assistance will be granted in line with the *de minimis* Regulation. The non-State aid option is available to those applicants that do not carry out an economic activity within the meaning of Article 107 TFEU as well as to proposed projects that would not involve such an economic activity. Kindly refer to Section 9 of these guidelines and regulations for additional information.

Furthermore, applicants must qualify as one of the following:

- Entities registered with the Malta Business Registry (including companies, partnerships, foundations, and organisations/associations);
- Groups, collectives, and consortia;
- Registered cooperatives;
- Educational institution offering formal and informal education;
- Public institutions;
- Voluntary organisations enrolled with the Commissioner for Voluntary Organisations.

Individual creative professionals are not eligible to apply.

The representatives of 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.

The fund supports organisation development and collaboration between organisations active in the field of arts and culture and organisations active in the field of social and community development.

The applicant shall collaborate with another organisation or with an individual to develop a community arts project or programme and ensure that the professional delivery of the project is maintained both from the artistic quality perspective as well as in terms of the care and attention needed by the identified participants. The application shall clearly demonstrate the benefits of the project to the community.

3.2 Who cannot apply?

- Applicants whose profile is not verified due to it being incomplete for not having the below mandatory documents:
 - A copy of your Maltese ID card (including the front and back); or your Maltese residence permit; or your Maltese citizenship certificate; or your Maltese passport
 - A signed statute in the case of a voluntary organisation
- Applicants who do not qualify under the definition of applicant for this specific fund;
- Beneficiaries who have not honoured previous funding commitments;
- Beneficiaries who did not submit or complete a final report related to a previous grant funded by Arts Council Malta within the established timeframes;
- Individual applicants;
- In the case of registered entities, entities who have not presented the required annual documentation to the Malta Business Registry;
- In the case of Voluntary Organisations, voluntary organisations which are:
 - Not enrolled with the commissioner for Voluntary Organisations



- Who have not presented their updated accounts to the Commissioner for Voluntary Organisations
- which do not have a registered address in the Maltese Islands.

3.3 What costs can be covered¹

The fund may cover up to 80% of eligible costs (up to a maximum of €15,000 per project, whichever is the lowest) related to your project. The eligible expenses are those strictly related to the project and to its management and promotion, as long as these are included in the budget submitted by the applicant, clearly explained, identified, supported and verified by respective supporting documents and quotations.

These include direct costs related to the performance and implementation of the project and indirect costs which are part of the beneficiary's general administrative costs but which can be chargeable to the project.

Eligible costs include the following, as applicable:

- Artists' fees (the proposal needs to show clearly how the fees are calculated in terms of rates, number of hours, etc.);
- Contingency, not exceeding 10% of the total cost;
- Enrolment, participation, or subscriptions to virtual platforms or other digital services;
- Health and safety measures;
- Hire/purchase of equipment (purchase of equipment will be considered where necessary for the project);
- Indirect costs, not exceeding 5% of the total cost (Example – Servicing: electricity, water, cleaning; telephone / fax / internet connections; postage and mailing; paper, ink / cartridge, stationery, etc.);
- Insurance;
- Legal;
- Linguistic services: interpreting (including, but not limited to: sign language, speech-to-text conversion), translation (including, but not limited to: braille and surtitling), proofreading, editing;
- Other fees directly related to project implementation (including, but not limited to service provision);
- Production costs;
- Project management (including, but not limited to administration, coordination, development);
- Rental of spaces;
- Marketing, PR, communication (including production of feature clips, footage, dissemination, engagement with diverse communities);
- Standard accommodation;

¹ All costs will be considered only if these resources are not already covered/cannot be covered by the applicants or supporting/partner organisations.



- Travel (economy class) including, but not limited to public transport, air travel, car/vehicle rental);
- Travel visa.

3.4 What costs cannot be covered

The below costs are not eligible through the fund:

- Budgeted costs exceeding the amount allocated to the project;
- Costs already covered by public cultural organisations, or another public funding programme/scheme managed or co-managed by Arts Council Malta or other public agencies, government departments or ministries;
- Costs which are already covered through usual operational budgets (space which is owned by the applicant or the partner/supporting organisation/individual);
- Debt and debt service charges;
- Doubtful debts;
- Exchange losses;
- Expenditure deemed excessive or reckless;
- Expenses that are not incurred during the time frame of the project stipulated in the agreement;
- Fees for services provided by public cultural organisations or other public agencies, government departments or ministries;
- Funding for the creation or upholding of bursaries, contests, competitions, prizes or scholarships;
- If applicable, refundable VAT;
- Interest owed;
- Provisions for losses or debts;
- Reimbursement of salaries, or part thereof;
- Retroactive costs;
- Subsistence, catering and hospitality.

For more information about presenting your budget, refer to our General Budget Guidelines available on <https://artscouncilmalta.gov.mt/funding-and-grants/general-budget-guidelines/>.

3.5 What is the fund looking for?

The potential of art and creativity in fostering social and cultural change and regeneration shall be addressed through the direct participation of members of disadvantaged groups in the artistic and creative process of a project.

3.5.1 Theme: A Culture of Care

Context:

We are living in extraordinary times of rapidly shifting realities: social, economic, environmental, cultural. We are experiencing a gaping space for structural transformation, in practically every area of our lives. These are exciting and challenging times for reimagining and recreating different futures,



inspired and supported by a Culture of Care. The creative power of culture and the arts, grounded in cultural rights, has much to contribute to these processes, across sectors.

Make it happen:

Engaging with a Culture of Care now is not only a moral imperative but a strategic priority reflected in national cultural priorities. It is a strategic move towards building more equitable, resilient, sustainable communities. A Culture of Care relates to the ethics, politics, economics of care, contributing directly to wellbeing and social cohesion. The benefits, and possibilities, of this move are as boundless as they are urgent.

Ultimately, a Culture of Care affects everyone. It shapes our daily lives, influences, and social structures, and has a profound impact on our health and well-being. Given that all crises are essentially care crises, addressing them requires a mindful shift in our culture, nurtured through creative, participatory, and community-led initiatives.

In this regard, the President's Fund for Creativity actively recognises and supports good practice at the intersection of arts, culture, and well-being. It identifies areas calling for development of great ideas and good practice in caring for people and for the planet. These areas offer infinite space to exchange narratives, go beyond comfort zones, experiment, and do things differently. The following are but a few:

General:

- Creative engagement as a health behaviour
- Social prescribing
- Intersectionality
- Arts therapy
- Developmental health
- Public health and well-being
- Democratic culture, shared spaces, and resources
- Social entrepreneurship
- Enabling accessibility
- Transferability of good practice
- Cross-sectoral engagement, knowledge-sharing
- Transferability of good practice

Thematic focus

- Arts and culture in clinical settings
- Addressing loneliness and mental health
- Community arts incubators, co-creation, relational care
- Environmental health and well-being
- Climate change and sustainability
- Care infrastructure and technology
- Arts-based human connection and conflict management
- Environmental justice
- Activism and solidarity
- Human connection, community development, and well-being
- Holistic practice, capacity-building, education, social research
- Ethics, social justice, equity, representativeness, and cultural rights
- Collective responsibility and common good
- Stewardship



Sectorial focus

- The mental health of young people
- Creative ageing
- Disability rights and care
- Work-life balance and family well-being
- Care and migration
- Caring for the carers
- Recognition, valuation, and working conditions
 - in the culture and creative sector
 - in the care sector
- Caring for practitioners in arts and culture

3.6 What applications are not eligible?

The following are **not** eligible under this Fund:

- Activities of an intrinsically self-sustainable nature;
- Activities which are not related to culture, the arts and the creative industries;
- Activities whose objective is fundraising or political propaganda;
- Applications for funding the creation or upholding of contests, competitions, bursaries, prizes, or scholarships;
- Applications submitted after noon (12:00) on the respective day of deadline;
- Costs for traditional activities and festivities;
- Events held on a regular basis, including annual projects, annual festivals, school/annual shows, regular training programmes;
- Incomplete applications (refer to the application check list in section 5.1);
- Individual modules credited as part of an educational course or research as part of established academic programmes;
- Initiatives eligible under Festivals Malta, Annual Cultural Activities Scheme, VOPS, National Book Council, Valletta Cultural Agency, Malta Arts Scholarships, or any other state-funded programme dedicated to Maltese arts/culture;
- Projects that would have already started and/or taken place before the result is notified to the applicant(s);
- Projects whose duration does not entirely fall within the eligible timeframe.

Any other activity which may be developed outside the scope of the fund is not eligible for support.

Applicants may submit more than one application under the same call. However, only one of the applications can be funded per session. Applicants may benefit from only one funded application through this fund during a calendar year.

4. Evaluation criteria

The Evaluation Board will base its decision upon the following criteria:

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

The extent to which the project is set to foster diversity, equity, inclusion, belonging, well-being and regeneration through participation in cultural life. (Please explain how the proposal gives due consideration, as appropriate, to the principles explained in the [Right to Culture – Resource Pack](#) and to the principles outlined in the [Charter for the Status of the Artist](#), as explained in Section 1 of these guidelines and regulations.) To make your case in terms of Criterion 1, you are required to:

- Identify the specific community needs your application addresses
- Explain the participatory creative process you propose, along with the underlying rationale and goals;
- Explain the expected contribution of the project/programme/practice towards inspiring and enabling sustainable community development;
- Sum up previous work which the application builds upon, as applicable;
- Provide a development plan for the specific initiatives being developed, as applicable.

Criterion 2 – Strengthening of cultural engagement (25 marks)

To what extent does the project champion the right to participation in cultural life. To make your case in terms of this criterion, you are required to:

- Explain the project's contribution towards strengthening participation of disadvantaged groups in authentic and rigorous cultural engagement
- Provide a clear outline of the range of artistic and cultural experiences the project proposes

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

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

- Elaborate on the participatory creative process;
- Provide CVs/bio notes of the proposed project team members and of all collaborators (as applicable);
- Provide an effective dissemination plan.

Criterion 4 – Project Management (25 marks)

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

- Provide a well-thought-out and clearly articulated project plan;
- Provide realistic timeframes;
- Provide a realistic project budget, explaining efforts to secure funds from other sources;
- Elaborate on your sustainability plan beyond the grant period.

5. Submitting the application

Follow these steps to apply:

1. Read these guidelines and regulations very carefully.
2. Check whether your proposed idea can be addressed by this fund.
3. Press the [link](#) that will take you to the online application system.
4. If you do not have one, create your profile with Arts Council Malta by clicking on 'Register Now' and filling in the details.
5. From the open calls section, select the online application for the scheme you intend to apply
6. Follow the instructions step by step. Fill in all the required information from the online application including the budget and attach the supporting documentation.
7. Submit the application. You should be receiving an automatic acknowledgement by the system. If you do not receive such a notification, contact us on applyforfunds@artscouncil.mt.

Applicants are required to register a profile on the ACM CRM at least two weeks prior to the deadline of the call.

In case of difficulty, or if you would like to consult us regarding this fund, you can call us on 2334 7230 Monday to Friday between 09:00 and 16:00 or email us on fundinfo@artscouncil.mt.

It is your responsibility to present a complete application form as explained in these guidelines and regulations. If you do not present all the necessary information and documentation, your application will not be processed and evaluated.

Prior to the application deadline, Arts Council Malta representatives will not be checking your application forms. It is solely at the Arts Council Malta's discretion to request that applicants provide any missing mandatory documentation following the call deadline.

Upon the submission of the application, applicants accept that, should the application be granted funding, the name, the project title, short project description and the amount funded can be published by Arts Council Malta.

A decision on funding will be made on the strength of the submitted information, and supporting documents.

Applications handed in after 12.00 (noon) of the respective deadline cannot be accepted.

5.1 Checklist

In order to be complete, applications must be accompanied by:

- A copy of the VAT certificate of registration;
- A most recent good standard certificate of registration, in the case of a registered entity. This document is renewed annually by the Malta Business Registry and is proof of compliance;
- A signed letter of Intent from relevant partner(s) stipulating availability and commitment to the proposed project;



- A signed statute in the case of a voluntary organisation;
- A sustainability plan beyond the grant period;
- Applicant and main collaborator(s) biography/Artist CV to be included in the profile section;
- Detailed dissemination and communication plans;
- Relevant supporting evidence of the legal framework of the applicant entity or entities;
- With regard to initiatives that were already tried and tested, a sum-up of the specific initiative (including relevant documentation, links, and materials).

6. Evaluation process

The fund is competitive and will be evaluated by a panel of sectorial experts, according to established criteria.

As specified above, each criterion is allocated a number of specific marks. In order to be considered for funding, projects have to obtain an average of at least 60 marks.

Nevertheless, the evaluation session and funding decisions depend on the quality of the submitted proposals and on the availability of the funds. Therefore, obtaining 60 marks or more does not automatically mean that you will be funded the funds. The Evaluation Board may decide not to allocate the total funds available for a particular call if the proposed projects do not reach the required level in terms of the fund criteria.

Eligible applications will be assessed by an evaluation team made up of independent evaluators. Arts Council Malta will select evaluators from Arts Council Malta's pool of evaluators on the basis of their independent and professional experience. The evaluators will present an assessment on each of the proposed projects, indicating the relevant ratings funded. A pitching session will also be organised for all candidates.

6.1 Communication of results

On the day indicated on page 2, you will receive your result notification from Arts Council Malta. Together with the covering letter, we will also attach a copy of the feedback form, indicating the reasons and marks leading to the Evaluation Board's decision, according to the fund criteria.

The order of classification of the projects, according to the marks allocated by the evaluators, will be published online. Only the names and summaries of the successful projects will be published; in the case of projects which have not been granted any funds, only their reference number will be published.

If you have any difficulties concerning your results, you should email us on fundinfo@artscouncil.mt within five (5) days of receiving your funding decision.

No information on the evaluation process will be released before the official result notification.

Any form of soliciting will automatically disqualify an application.

All information received by the fund administrators, managers, and evaluators will be considered confidential, both during and after the evaluation process. Provisions on data protection and confidentiality for successful projects will be included in the grant agreement

7. Project implementation and monitoring

Beneficiaries must provide full documentation to support the application and budget plan within 30 days from receipt of the notification letter. The Council will accept a variation of up to 5% from the proposed total cost. The contingency indicated in the budget plan will support any variations from the proposed total cost. Under no circumstances will the Council be in a position to increase the grant funded.

Upon provision and approval of the above mandatory documentation, a contract specifying the conditions of the fund will be signed. The grant may only be funded upon completion of the above process within the established timeframe.

The first-year payment allocated by the Evaluation Board will be processed after the signing of the contract. Arts Council Malta will disburse the remaining payments after the beneficiary submits the required reports as specified in the contract and following the approval of the said report.

The beneficiaries must use the binary logo that will be provided by the Senior Fund Executive on all related material. Beneficiaries are required to specify that the project was supported by the Office of the President and Arts Council Malta, as follows: This project is supported by the Office of the President of the Republic of Malta and Arts Council Malta, in all marketing, PR, and printed material. The grant received must be used solely for the purpose for which it was funded, in line with the submitted proposal and the contract.

Beneficiaries must notify Arts Council Malta immediately if changes affecting the nature of the project take place during implementation. Changes cannot be implemented unless approval is received. Arts Council Malta reserves the right to revise or withhold the final payment if the change in the project is not considered to be in line with the initial proposal, or if the Council is not informed of the changes within a reasonable time.

Beneficiaries must make themselves available for visits and communication with Arts Council Malta representatives for monitoring purposes, both during the implementation of the project as well as after its completion.

Arts Council Malta also reserves the right to revise the final payment if the total expenditure is less than that estimated in the application form.

7.1 Report

The contract will indicate when it will be required to submit a detailed report highlighting the work carried out and the project achievements. Arts Council Malta will provide a template for your reports. Together with the report, beneficiaries must submit copies of any relevant marketing, publicity or information material developed for the funded project. Beneficiaries will also be requested to submit evidence of the process, which includes visual documentation, blogs and other documentation.

In the case of a grant that does not exceed ten thousand euro (€10,000), you will be required to present a final detailed budget together with all supporting documents including VAT invoices and/or fiscal receipts.

In the case of a grant of a minimum of ten thousand euro (€10,000), beneficiaries must provide a final detailed and certified budget breakdown. The budget must be prepared in compliance with applicable financial standards and aligned with these guidelines and regulations, and they must be certified by a warranted accountant or auditor.

The Council retains the right to request the beneficiary to submit the VAT invoices or and/or fiscal receipts to support the detailed certified budget.

Arts Council Malta and the Office of the President retain the right to make use of submitted project material.

Arts Council Malta retains the right to recover funds in case these are not being used and/or are misused and/or are not used according to the submitted budget.

8. Complaints procedure

Filing a complaint will not affect your chances of receiving support from Arts Council Malta in the future. All complaints will be treated with confidentiality.

8.1 Grounds for complaints

Applicants can make a complaint regarding any procedural anomalies and irregularities during the submission and evaluation process, in terms of the procedures stipulated in these guidelines and regulations. Complaints cannot be made concerning:

- The Arts Council's or Government's policies and procedures
- The merits of the application, in terms of the criteria stipulated in these guidelines and regulations.

Only applicants may file complaints concerning their project.

8.2 Filing a complaint

A complaint must be lodged within five (5) days of receiving notification of your results. The complaint must be made in writing and be addressed to the Chief Operation Officer Funding and Strategy of Arts Council Malta.

In the complaint, you must clearly explain how and why you feel that the decision on the project was influenced by irregularities that took place in relation to the procedures laid down in these Regulations, or in the standard rules and regulations on good governance relating to the public sector. With your complaint, you must submit the relevant supporting documentation and evidence.

By lodging a complaint, you provide your consent that we may use and disclose respective information for the processing of your complaint.

You will normally receive a reply to your complaint within ten (10) working days from the Chief Operations Officer Funding and Strategy of Arts Council Malta.

In case you are not satisfied with the reply, Arts Council Malta will convene a board made up of members from the Office of the President, Arts Council Malta and the Directorate, who will review your complaint. The decision of the board is final.

9. Applicability of State Aid rules

9.1 State Aid rules applicable for undertakings that carry out an economic activity within the meaning of Article 107 TFEU

The State Aid scheme will be implemented in line with the provisions of Commission Regulation (EU) 2023/2831 of 13 December 2023 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de minimis aid.

This regulation applies to aid granted to undertakings in all sectors, with the exception of:

- (1) aid granted to undertakings active in the primary production of fishery and aquaculture products;
- (2) aid granted to undertakings active in the processing and marketing of fishery and aquaculture products, where the amount of the aid is fixed on the basis of price or quantity of products purchased or put on the market;
- (3) aid granted to undertakings active in the primary production of agricultural products;
- (4) aid granted to undertakings active in the processing and marketing of agricultural products, in one of the following cases:
 - a. where the amount of the aid is fixed on the basis of the price or quantity of such products purchased from primary producers or put on the market by the undertakings concerned;



- b. where the aid is conditional on being partly or entirely passed on to primary producers;
- (5) aid granted to export-related activities towards third countries or member states, namely aid directly linked to the quantities exported, the establishment and operation of a distribution network or other current expenditure linked to the export activity;
- (6) aid contingent upon the use of domestic goods and services over imported goods and services.

The total amount of *de minimis* aid granted to a single undertaking shall not exceed the amount of €300,000 over any period of three years. This period is assessed on a rolling basis.

This maximum threshold would include all State Aid granted under this aid scheme and any other State Aid measure implemented in line with the *de minimis* rule including that received from any entity other than Arts Council Malta. Any *de minimis* aid received in excess of the established threshold will have to be recovered, with interest, from the undertaking receiving the aid.

The rules on cumulation of aid as outlined in Article 5 of the *de minimis* Regulation will be respected.

Applicants are to submit a *de minimis* declaration indicating any other *de minimis* aid received or applied for during the previous three years. This will ensure that the total amount of *de minimis* aid granted to a single undertaking under the *de minimis* rule will not exceed the *de minimis* threshold over the applicable three-year period.

Should a successful applicant not be eligible to receive *de minimis* aid, the said applicant will be deemed ineligible, and the next ranked applicant will be awarded.

In line with the *de minimis* State Aid regulation, records regarding *de minimis* aid shall be maintained for 10 years from the date on which the aid under the scheme is granted.

Publication in Central Register

In line with Article 6(1) of the *de minimis* Regulation, as of 1 January 2026, information on *de minimis* aid granted under this scheme shall be made publicly available in a central register.

The following information shall be made public:

- the identification of the beneficiary;
- the aid amount;
- the granting date;
- the aid instrument; and
- the sector involved on the basis of the statistical classification of economic activities in the Union ('NACE classification').



9.2 Non-State aid option

Applicants that do not carry out an economic activity within the meaning of Article 107 TFEU may apply for the scheme. Applications for proposed projects that do not give rise to an economic activity within the meaning of Article 107 TFEU may also be submitted for funding.

In both cases, the rules outlined in Section 9.1 will not be applicable.

Need advice?

We're there every step of the way!

Our Creative Brokerage team can help you find the right support and provide feedback on the way you plan to present your application. To make the best of our services, plan ahead and get in touch with us at least four weeks before the submission deadline.

Call us: +356 2334 7230

Email us: fundinfo@artscouncil.mt

Our office is open: 09:00–16:00, Mon–Fri (Malta time)

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