



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

NEWSPAPER SUPPORT 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 12,000 for Strand 1 and Euro 20,000 for Strand 2. Applicants may request up to 100% of the project expenditure)

Reference Number

Project Title _____

1. GENERAL INFORMATION

1.1 Kindly advise under which Strand you are applying

☐ Strand 1

☐ Strand 2

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 activities

1.6 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 artscouncil.mt.

1.7 Did you ever benefit from public funds?

☐ Yes

☐ No

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

1.9 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 01/01/2026 – 31/12/2026)
End Date ____/____/____

Step 1: _____

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

Description:

Step 2: _____

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

Description:

(Add steps as required)

Additional Documentation:
+ Add files

3. Profiles

CV Insert CV of applicant

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

Add Profiles as required

Mandatory Documentation

- + Print newspaper portfolio related to arts and culture
- + Letters of intent from collaborators
- + Good Standing certificate of Registration

Additional Documentation:

- + Add files

4. Criteria

Criterion 1: Proposal (80 marks)

- Define the aims, objectives, and outcomes that the proposed activity will address. (30 marks)
- How is the proposed activity relevant to the development of the quality assurance of content in the print newspaper? (20 marks)
- How are you planning to deliver the proposed programme/plan? (e.g. timeframes, workplans, responsibilities, skills and track record of people involved in the activities, logistics plan). This should also include evidence of how the proposal considers the principles within the Right to Culture – Resource Kit and the Charter for the Status of the Artist as in Section 1. (20 marks)
- Are there any necessary permits, copyright issues and other legal, ethical and administrative matters to be addressed? (10 marks)

Additional Documentation:
+ Add files

Criterion 2: Budget

- 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)

Mandatory Document

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 for 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

5.4	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
