



FOR OFFICE USE ONLY	
Application received on: ____/____/2026	Application Reference Number: LFG____/26/____

LEGAL AND FINANCE GRANT

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 3,000. Applicants may request up to 100% of the project expenditure)

Reference Number

1. GENERAL INFORMATION

1.1 Project type _____

1.2 Primary area of activity _____

1.3 Secondary area of activity _____

Deadline: 2nd September 2026 (noon)

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 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 the project.

Start Date ____/____/____ (Eligible timeframe 13/07/2026 – 31/12/2027)
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	_____
	Artist CV	Insert Artist CV of Profile 1

Add Profiles as required

Additional Documentation:

- + Good Standing Certificate of Registration (if applicable)
- + Add files

4. Criteria

Criterion 1: Relevance and Justification of Need (40 marks)

The following questions are to be addressed in not more than 500 words:

- a. How clearly does the applicant identify the legal and/or financial need? (20 marks)
- b. To what extent is the proposed activity necessary and appropriate to address this need? (10 marks)
- c. How directly does the legal and/or financial need relate to the applicant's professional artistic practice? (10 marks)

Mandatory Documentation:

+ If applicable, proof of the organisation's / company's legal registration

Additional Documentation

+ Add files

Criterion 2: Expected Outcomes and Professional Benefit (20 marks)

The following questions are to be addressed in not more than 300 words:

- a. To what extent will the proposed activity lead to tangible improvements in the applicant's professional situation? (10 marks)
- b. Will the proposed activity contribute to greater financial stability, legal clarity, or risk mitigation? (10 marks)

Mandatory Documentation:

+ Letters of intent from collaborators and potential venues

Additional Documentation:

+ Add files

Criterion 3: Applicant's Profile and Practice (20 marks)

The following questions are to be addressed in not more than 300 words:

- a. Does the applicant demonstrate an active and ongoing artistic and/or cultural practice? (10 marks)
- b. Is there evidence of professional engagement and commitment in their field? (10 marks)

Mandatory Documentation:

- + Media showing the artistic and/or cultural activity of the applicant
- + Sample of work
- + An audio or audiovisual file not exceeding 5 minutes in which the applicant provides a short description, a rationale and/or motivation for submitting this proposal

Additional Documentation:

- + Add files

Criterion 4: Feasibility and Value for Money (20 marks)

The following questions are to be addressed in not more than 300 words:

- a. Are the proposed services appropriate and proportionate to the identified need? (10 marks)
- b. Are the costs justified and realistic? Does the applicant provide the necessary quotations to support the requested amount? (5 marks)
- c. Is the activity deliverable within the proposed timeframe? (5 marks)

Mandatory Documentation:

- + Quotations for expenses requested through the proposal

Additional Documentation:

- + Add files

5. Budget

5.1 Add Maltese 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.

o 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 with the applicable consequences.

Add a document issued by the Office of the Commissioner for Revenue showing that the applicant is a taxpayer in Malta

Upload File

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 Fees for legal services
 Fees for financial services
 Regulatory & Administrative support
 Other expenses

Income Total amount requested from fund
 Add other sources of income