



FOR OFFICE USE ONLY	
Application received on: ____ / ____ / 2021	Application Reference Number: CC ____ / 21 / ____

CREATIVE COMMUNITIES

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 8,000. Applicants may request up to 80% of the project expenditure)

Reference Number

1. GENERAL INFORMATION

1.1 Project Title

1.2 Project type

1.3 Primary area of activity (kindly specify whether it is a research-based proposal, or a project-based proposal or a mix of both)

1.4 Secondary area of activity

TEMPLATE

1.5 Project Description

Insert Project Description

TEMPLATETEM

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 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 16/12/2021 – 16/06/2023)

End Date / /

Step 1: _____ From: <input type="text"/> / <input type="text"/> / <input type="text"/> to <input type="text"/> / <input type="text"/> / <input type="text"/> Description: TEMPLATE
Step 2: _____ From: <input type="text"/> / <input type="text"/> / <input type="text"/> to <input type="text"/> / <input type="text"/> / <input type="text"/> Description: (Add steps as required)

Additional Documentation: + Add files
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3. Profiles

CV Insert CV of applicant

Profile 1 Name
 Role
 Bio Note
 Artist CV

TEMPLATE

Insert Artist CV of Profile 1

Add Profiles as required

Additional Documentation:
+ Add files

4. Criteria

Criterion 1: Concept (40 marks)

The evaluators will consider the project concept, the collaborations involved, the contribution of the project towards the long-term capacity (skills & resources) of the beneficiary, collaborators, participants and the wider community, and to what extent the project addresses the Programme's objectives.

- a. What community needs does the project address (including cultural participation, solidarity, social justice, environmental responsibility, community development, increased holistic well-being)? What community/communities is the project actively and directly engaging as core participants and what is the likely reach and impact of the proposed community-based intervention? What networking and collaborations with key players are in place (including creatives, art therapists, civil society, local government, private sector – as applicable)? How are diversity of cultural practice and transectoral approaches, knowledge-sharing and transferability encouraged? How are due ethical considerations being addressed and what safeguards are in place? To what extent does the project fit the criteria of the fund? (20 marks)
- b. How does the project create spaces for creativity, dialogue, sharing and radically inclusive programming? To what extent are training and development opportunities / community-based participatory research / participatory creative expression projects well-designed? (20 marks)

TEMPLATE

Additional Documentation:
+ Add files

Criterion 2: Project Management (20 marks)

The evaluators will consider the level of commitment and preparation in place prior to the proposal, as well as the proposed strategic plan to deliver and achieve the aims of the project.

- a. How clear, detailed, and duly supported is the proposal in terms of who is doing what, where, how, when, and why? (Supporting materials include, among other things, community consultation reports, expressions of support, quotes from community questionnaires, interviews, expert testimonials, demographic/statistical data, government reports, CVs and profiles, Protection of Minors clearances, necessary permits and insurances, official quotations of estimated costs). How diverse and representative of the community is your team? Do you have the right expertise, skill-sets and commitment on board? How strong and consistent are the project's documentation and dissemination plans? How strong are the sustainability considerations and plans for continued development beyond the project end-date being incorporated in the management plan? (Think sustainable programmes, continuation, consistency and cost-effectiveness – rather than random, one-off events). What is the level of readiness to implement the project effectively and maximise on opportunities? What strategies to evaluate the effectiveness of the project, throughout the process and at the end of the project, are in place? What internal monitoring and quality auditing mechanisms are in place? (10 marks)
- b. How is the project likely to develop into a good practice, addressing each of the 5 features of the Right to Culture laid out in Section 1 of this guide – in terms of: Availability, Accessibility, Acceptability, Adaptability, Appropriateness? (10 marks)

TEMPLATE

Additional Documentation:
+ Add files

Criterion 3: Audience Engagement (20 marks)

The evaluators will consider the engagement and the development of established and new audiences. Engagement refers to the role, the nature of involvement, and the experience offered to the audience.

- a. Who is your target audience? What are the lifestyle, interests, challenges and concerns of these people? Where will you find these people? How do you plan to reach them? How will you make the experience wonderful for them? *Apart from relevance, excellence, originality and innovation of the cultural experience, consider things like language opportunities/barriers; timing; pricing; getting there; facilities; hygiene and comfort; fringe events (targeting different ages and interests). Do your best to make people's efforts worthwhile, and the experience memorable.* (10 marks)
- b. How do you aim to have audiences more actively engaged and participating more often, and how does the project encourage new audiences? (10 marks)

TEMPLATE

Additional Documentation:
+ Add files

Criterion 4: Budget (20 marks)

The evaluators will consider how well-planned and realistic the presented budget plan is.

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

TEMPLATE

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 of with the applicable consequences.

Creative Communities

5.3	Expenditure	Artists' fees Arts therapy Insurance Add other expenditure
	Income	Total amount requested from fund Add other sources of income

Attach Quotes if available

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