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
1.5 Project Description

**Insert Project Description**

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.

**Add files**

Deadline: Wednesday 15th September 2021 (noon)
2. TIME FRAME

2.1 Provide details regarding the key milestones and timeframes to fulfil project including travelling and training activities.

| Step 1: | __________________________ |
| From: | ___/___/_______ to ___/___/_______ |
| Description: | TEMPLATE |

| 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:
+ Add files

Deadline: Wednesday 15th September 2021 (noon)
Creative Communities

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)

Additional Documentation:
+ Add files

Deadline: Wednesday 15th September 2021 (noon)
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)

Additional Documentation:
+ Add files

Deadline: Wednesday 15th September 2021 (noon)
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)

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)

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.
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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TEMPLATE