



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

RESTORATION FUNDING 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 €15,000. Applicants may request up to 100% of the project expenditure)

Reference Number

TEMPLATE

1. GENERAL INFORMATION

1.1 Name of Partnering Church _____

1.2 Project Title _____

1.3 Project type _____

1.4 Primary area of activity _____

1.5 Secondary area of activity _____

1.6 Specify the typology of the religious immovable object proposed for restoration

Deadline: Tuesday 07th December 2021 at noon

1.6 Project Description

Insert Project Description

TEMPLATE

1.7 Add the Cooperation agreement between the Voluntary Organisation and the Church
+ Add file

1.8 Add the endorsement letter by the Archdiocese of Malta and the Diocese of Gozo
+ Add file

1.9 Did you ever benefit from public funds?

Yes

No

1.10 If yes, kindly specify the name/s and dates of the project/s held between 2018 and 2021.

1.11 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 01/02/2022 – 31/01/2023)
End Date ___/___/____

Step 1: _____ From: ___/___/____ to ___/___/____ Description:
Step 2: _____ From: ___/___/____ to ___/___/____ Description: (Add steps as required)

Additional Documentation: + Add files
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TEMPLATE



3. Profiles

CV Insert CV of applicant

Profile 1 Name _____
 Role _____
 Bio Note _____

Conservator-Restorer CV Insert Conservator-Restorer CV of Profile 1

Add Profiles as required

Additional Documentation:
+ Add files

TEMPLATE

4. Criteria

4.1 Criterion 1: Restoration or Conservation of Religious Artefacts (60 marks)

This criterion considers the relevance of the proposed restoration.

Provide a detailed description of the artefacts’:

- Historical relevance (15 marks)
- Artistic relevance (15 marks)
- Value of proposed restoration / conservation intervention (20 marks)
- Visibility of artefact after project completion (10 marks)

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Add Restoration Method Statement

+ Add file

Add Pre-restoration report including dated photographs

+ Add file

Additional Documentation:

+ Add files

4.2 Criterion 2: Project Management (20 marks)

This criterion considers the level of commitment and preparation prior to the funding application as well as the proposed plan to deliver your project and achieve the aims highlights.

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

- The necessary approvals as required (5 marks)
- Describe and mitigate any safety requirements (5 marks)
- A reasonable and realistic timeframe and a description of key milestones to fulfil project (5 marks)

- A long-term plan to define long-term maintenance – not less than 30 years (5 marks)

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Add Permits

+ Add file

Add Evidence of ownership of rights for proposed project or contract of acquisition/transfer of rights

+ Add file

Additional Documentation:

+ Add files

4.3 Criterion 3: Budget (20 marks)

This criterion considers how well-planned and realistic the presented budget is. It also considers efforts to secure funds from other sources, to make a stronger case in terms of this criterion, you are encouraged to provide all quotations to substantiate the budget items (please refer to the budget template in the next section).

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.

5.3

Expenditure Restoration fees
Add other expenditure

Income Total amount requested from fund
Add other sources of income

Attach Quotes
+ Add files

TEMPLATE

- I hereby declare that, to my knowledge, all the information contained in this Application Form and its Annexes is correct.
- I hereby confirm that I have read the guidelines and regulations and that I accept the conditions and process as stipulated in this same document.