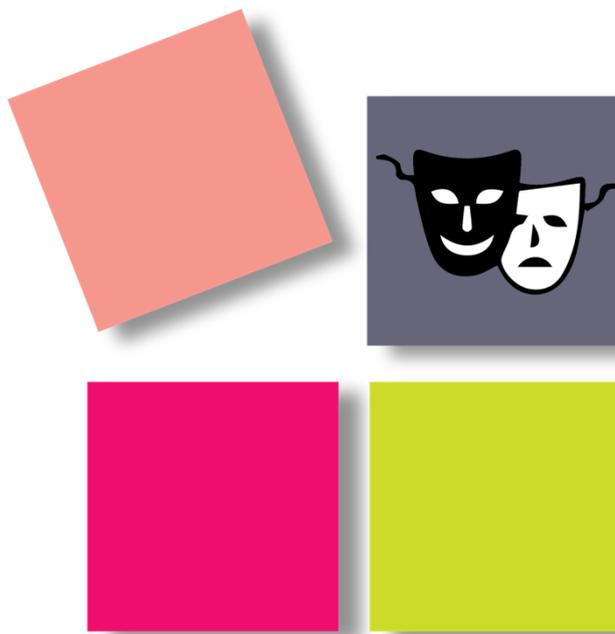




MINISTRY FOR GOZO



Ministry For Gozo
SCHEMES

Cultural Events Fund

Guidelines for Applicants

Date: October 2018

Directorate for Tourism and Economic Development

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PART A - GENERAL INFORMATION ABOUT THE SCHEME

Introduction

OBJECTIVES

The objectives of the Ministry for Gozo

- To contribute to the goals and priorities of the National Cultural Policy
- To support creative and innovative initiatives by individuals/organisations with the objective of promoting Gozo through its tangible and intangible cultural heritage
- To support local talent and to promote cultural understanding in a diverse society, through cultural events organised in Gozo.

These objectives are reflected in the evaluation criteria against which submitted projects are assessed.

DEFINITIONS

For the purpose of these guidelines, the following terms are defined as follows:

Applicant: An applicant may be a: (a) group or an organisation, registered as a voluntary organisation; and (b) an independent individual or a group of individuals who would like to present a cultural event. There must be a lead person who can legally represent a group of organisers. The person must be a Maltese citizen or be in possession of a Malta residence permit.

Voluntary Organisation: Voluntary organisations must be registered with the Commissioner for Voluntary Organisations in accordance with the Voluntary Organisations Act requirements (www.maltacvs.com).

Cultural Event: A Cultural Event which is not of a commercial nature, and which is to be organised in Gozo.

Evaluation: The Ministry for Gozo shall appoint an evaluation team for each call made under the Ministry for Gozo Cultural Events Fund. Each compliant application with an eligible project is evaluated against the criteria established in these guidelines by the appointed evaluators.

The Ministry for Gozo Cultural Events Fund: this is a funding programme for cultural events, with an allocation of € 250,000 for 2019. The Ministry for Gozo is responsible for

the management of this fund and reserves the right to determine the level of financial assistance, or to decline any form of assistance at its own discretion.

Eligible Costs: Costs that strictly emanate from the organisation of the proposed event. Organisations may obtain funds from other sources to cover expenditure which is not covered through these funds, provided these are accounted for in the income and expenditure statement that is presented after the conclusion of the event.

SUBMISSION TIME FRAMES AND EVALUATION DATES:

An evaluation team will be set up to assess the submissions in accordance to these criteria. The evaluation committee will meet quarterly. The results may be communicated to the applicant in a written and/or electronic form. Should the funds available under the Ministry for Gozo Cultural Events Fund be exhausted at any stage during the 2019 period, the Ministry reserves the right to close the fund and give public notice about its decision.

Applications will be received through the online application form during these periods:

Call 1 - Monday 3rd December till Friday 4th January 2019

Call 2 - Monday 4th March till Friday 22nd March 2019

Call 3 - Monday 3rd June till Friday 21st June

Call 4 - Monday 2nd September till Friday 20th September 2019

Call 5 - Monday 2nd December till Friday 20th December 2019

PROJECT ELIGIBILITY AND EVALUATION

Projects will first be screened in terms of eligibility. Proposals ineligible in terms of the set criteria (as indicated below) shall not be processed further and shall not undergo evaluation.

Eligibility

Eligible

- Projects which engage the public through traditional or innovative activities and festivities;
- Projects which are relevant to culture and the arts;
- Projects which can contribute to Gozo's economy; that have the potential to attract sustainable, responsible tourism, and to add value to the island's authentic offer that differs from mainland Malta.

Ineligible

- Projects of an intrinsically commercial nature.

Evaluation criteria

Each eligible application is assessed against the following evaluation criteria:

- The artistic quality of the project and its innovative offer
- The contribution of the project to the Gozo cultural calendar during the low season (November through March) and its potential to attract sustainable domestic and international tourism
- The nurturing of traditional and cultural activity
- The strengthening of local tangible and intangible heritage

All criteria carry **equal weight** in terms of the assessment of the event proposed.

Application Process

Interested applicants are to submit their application online through the following [link](#) providing all the details required and attaching the documents required.

Details to be provided include:

- A Brief description of the organisation;
- A project description of the cultural event including its aims and objectives and its cultural value (relating to the eligibility and evaluation criteria indicated above);
- The budget for the event, including a detailed breakdown of projected expenses and income. Any potential funding from other sources must also be included.

All the applications will receive a written notification indicating that their submission has been received.

Applicants will receive communication from the evaluation committee about whether the request for funding has been accepted or not, within two weeks from the closure date of each submission period.

The Ministry for Gozo will support up to a maximum of 80% of all eligible expenditure.

Any official correspondence related to the application can be sent to the address indicated below, or sent on the following email address:

Email: culturefund.mgoz@gov.mt

Postal Address: Culture and Information Section

Banca Giuratale, Independence Square

Victoria Gozo

After being approved for funding the individual/legal representative of the organisation will be required to sign a grant agreement with the Ministry for Gozo, setting all terms and conditions for the grant.

Funds will only be disbursed after the completion of the event, and the submission of the following documentation:

- An itemised and detailed, final income and expenditure statement for the whole event.

- Copies of the invoices/fiscal receipts for claimed expenses in connection with the event, which are authenticated by the official representative of the organisation. In the case where invoices are submitted, applicants must submit authenticated copies of the fiscal receipts as soon as these are available, even after funds have been disbursed.