

REGULATIONS AND GUIDELINES 2019
Young Artist Development Programme



Young Artist Development Programme

Guidelines

REGULATIONS AND GUIDELINES 2019
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1. Time Frames
2. Context
3. Aims of the Programme
4. Who can apply?
5. Direct value of the Programme
6. Interdisciplinary residency
7. Young Artist Development Grant
8. Alumni community
9. Eligibility
 - Eligible costs
 - Ineligible for support
 - Mandatory documentation
10. Video pitching
11. Submitting your nomination form
12. Selection criteria
13. Selection process
14. Communication of results
15. Project implementation and monitoring
16. Report
17. Complaints Procedure
18. Contact us

REGULATIONS AND GUIDELINES 2019
Young Artist Development Programme

1. TIME FRAMES

Submission Deadline	Announcement	Implementation Time Frame
April 2019	April 2019	May 2019 – November 2020

2. Context

The **Young Artist Development Programme** is an intersectoral collaboration between Arts Council Malta and Aġenzija Żgħażaġh. It makes part of a diverse portfolio of schemes and initiatives to maximise the potential of Malta's creative growth by investing in excellence in Malta's cultural and creative sectors, encouraging further career opportunities in the sectors, facilitating cultural exchange, as well as promoting inclusivity and active cultural participation.

The Young Artist Development Programme is linked to the implementation of the National Youth Policy, as well as Arts Council Malta's goals outlined in the Create2020 Strategy, with a particular focus on providing more opportunities for people be more active in society through creative engagement and development.

3. Aims of the Programme

The programme is developed to invest in the training and development of young artists by increasing opportunities to continue building their skill sets as young creatives. The

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

programme is designed to provide the necessary incentives to Young Artists to support their participation in creative endeavours. It also aims at creating new opportunities for creative activities. The Young Artist Development Programme aims to:

- Support the continuous professional development of artists in exploring, developing skills and building new networks
- Foster excellence in the fields of art and culture, and the advancement of knowledge and capabilities in such related fields
- Facilitate access of young artists to more training opportunities and creative development
- Encourage young creatives to continue building their skills
- Introduce the concept of social responsibility through arts and creativity
- Investing in transformation through knowledge, skills, attitudes, values, and creative exchange

4. Who can apply?

The Programme acts as a catalyst for selected creatives active in the arts, aged 14 to 17 by the end of the current year. Applicants must already be engaged in training in the same field they are applying for. Applications must include a recommendation letter from the current tutor outlining the benefit of the programme of studies applied for to the applicant.

Applications need to include a consent letter from a parent or guardian.

The programme is aimed at individuals as such groups are not eligible.

The following may not endorse a candidate for the programme:

- Aġenzija Żgħażaġh / staff
- Arts Council Malta / staff or council members

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

- Members of the Selection Board

5. Direct value of the Programme

Each selected Young Artist benefits from:

- Participation in a 12-month interdisciplinary residency programme (A brief description is provided in Section 5 of this document)
- A grant of up to a maximum of €2,000 towards the young artist's creative development (A brief description is provided in Section 6)
- Opportunity to access, and learn from, a nourishing pool of creative talent and a rich network of peers
- A visible ambassadorial role for the art
- Membership to alumni community and a lifetime of encouragement, opportunity and support (A brief description is provided in Section 8 of this document)

6. Interdisciplinary residency

The residency programme is designed to maximise personal and creative development of participating young artists.

The Interdisciplinary Residency Programme focuses on creating a network of like minded creatives and enhance the professional arts practice, personal and career development for young artists:

- **Networking Labs**

The Networking Labs are aimed at intensive interpersonal and team development, reflection on the opportunities available to young artists, skills and avenues for

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

career development; an exploration of personal and vocational development, enabling peer review;

Scheduled programme includes sessions in:

- May 2019
- July 2019
- September 2019
- November 2019
- Three Day residential in January 2020
- April 2020

The Interdisciplinary Residency Programme is created and coordinated by Aġenzija Żgħażaġh.

7. Young Artist Development Grant

Young Artists submitting an application under the Young Artist Development Programme receive a grant to cover one or more of the activities below that may take place in Malta and/or in other countries. The grant supports 100% of the costs to implement the project up to a maximum of €2,000.

- Stand-alone and short courses (which are not part of a diploma or module)
- Masterclasses
- Job shadowing
- Internships

7.1 Costs

Eligible costs are related exclusively to the execution of the proposed activity including:

- Course fees

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

- Travel
- Standard accommodation
- Insurance and visa
- Per diem allowance
- Materials
- Project involving mobility may be eligible for expenses for chaperones on a case by case basis.

Projects submitted will be evaluated by a Selection Board

Disbursement to the chosen creative will take place 70% upon signing agreement and approval of training programmes and 30% upon completion of development programme and participation in residency programme.

The Young Artist Development Grant is coordinated by Arts Council Malta.

8. Alumni community

The programme serves to support our work of nurturing young artists and creative practitioners at every stage of their professional development while sharing their works with the public.

The selected creatives become part of an expanding support network of alumni linking up alumni over the years. The programme brings the work of participants and alumni to audiences in the Maltese islands as well as abroad.

9. Eligibility

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

Nominations will first be screened in terms of eligibility. Ineligible nominations in terms of the points below will not be processed further and will not undergo evaluation.

Ineligible for support:

- Individuals under 14 years of age or over 17 years of age by end of current year
- Individuals who are not in possession of a Malta residence permit, or of a Maltese citizenship certificate, or of a Maltese passport
- Incomplete nominations as explained under the section 'Mandatory Documentation'

With reference to the Young Artist Development grant:

- Training programmes required to renew professional licenses or accreditations;
- Full time or part time diplomas and degrees or modules in part fulfillment of academic awards;
- Development not related to culture, arts and the creative industries
- Activities which are part of individual modules credited as part of an education course or research as part of established academic programmes
- Costs already covered by public cultural organisations, or another public funding programme managed or co-managed by Arts Council Malta or other public agency, government department or Ministry
- Projects that would have already taken place before the result is notified to the Young Artist

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

- Expenses that are not incurred during the time frame of the development programme stipulated in the agreement

Mandatory documentation

The documents below are mandatory and required for the pre-evaluation assessment. Failure to present any of these documents will render the application non-compliant.

- A complete, signed and dated nomination form, including the budget breakdown, supporting quotes and documentation
- A copy of the applicant's Maltese ID card or Maltese residence permit or Maltese citizenship certificate or Maltese passport
- An acceptance letter or proof of confirmation or commitment of the proposed programme, training or course. If an acceptance letter or proof is not available due to reasons which are beyond the control of the applicant, the application must clearly outline the reason for this omitted information and provide details on when such information would be made available to the applicant and to Arts Council Malta and to Agenzija Zghazagh
- Recommendation letter by a tutor, relevant to the course or programme being proposed.
- Letter of consent by parent/guardian endorsing the application and providing consent to the applicant to submit the proposal.
- Creative practice portfolio
- A creative video pitch by the applicant, which includes:
 - A taster of the applicant's creative proficiency

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

- The applicant's goals and dreams for the next three years
- Why the applicant should be chosen for the programme

Kindly note that it is your responsibility to submit all the necessary documentation, as outlined above, before the indicated deadline.

Arts Council Malta representatives will not vet your application form prior to submission.

Late applications will not be accepted. A decision on funding will be made on the strength of the submitted information.

Video pitching

The aim of the video pitching is to create an opportunity to voice the motivation being presented to the evaluators.

- The video pitch is the face of the application, not only delivering vital information, but also displaying personality.
- The video pitch may be created using any medium, including a mobile phone, and uploaded (password-protected) on YouTube or Vimeo. It can be presented in a variety of creative formats, but should not be longer than three (3) minutes. It should include a taster of the artists proficiency.
- A link to the uploaded pitch, as well as the relevant password (if the uploaded pitch is password-protected), are to be included in the application.

10. Submitting your application form

Application forms are available from www.artscouncilmalta.org. Fill in your nomination form step by step and answer all the questions on the nomination form.

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

You may submit your nomination form with all relevant supporting documents as follows By sending an email on **applyforfunds@artscouncilmalta.org** till noon on the day of the deadline.

It is essential that in the same email you include all additional supporting documents as required by the Guidelines and Regulations. You should also include your signature (electronic signature or scan) as indicated on the nomination form;

Application forms will only be accepted until noon (12:00) of the deadline. Nominations that reach the Council after the deadline will not be accepted.

11. Selection Criteria

The Selection Board bases its decision upon the following criteria:

Criterion 1 – Level of committment demonstrated throughout the applicant’s creative development to date (40 marks)

Criterion 2 – Goals and vision of the applicant (20 marks)

Criterion 3 – Relevance of the programme to the applicant (20 marks)

Criterion 4 – Presentation (20 marks)

12. Selection process

The programme is competitive, and nominations are evaluated according to established criteria.

As specified above, each criterion is allocated a number of specific marks.

Eligible nominations will be assessed by a selection team made up of independent evaluators. Arts Council Malta and Aġenzija Żgħazagħ will select evaluators on the basis

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

of their independent and professional experience. The evaluators will present an assessment on each of the proposed nominations, indicating the relevant ratings awarded, and announce the selected Young Artists on the basis of the rankings.

13. Communication of results

On the day indicated, you will receive your result notification from Arts Council Malta.

If you have any difficulties concerning your results, you should email us on fundinfo@artscouncilmalta.org within five (5) days of receiving the Selection Board's decision.

No information on the selection process will be released before the official result notification. **Any form of soliciting will automatically disqualify an application.**

All information received by the Programme Administrator, Programme Manager and Evaluators will be considered confidential, both during and after the evaluation process. Provisions on data protection and confidentiality for successful nominations will be included in the grant agreement.

14. Implementation and monitoring

If an applicant is chosen, the Young Artist will be required to sign an agreement specifying the conditions of the programme at Arts Council Malta. When accepting to be part of the programme, Young Artists accept that their name, their projects, and the amount awarded can be published by the Artivisti Programme.

The disbursement terms of Young Artist Development programme grant will be established in accordance to an approved budget of selected applications in second round of selection following grant application as per programme timeline.

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

The Young Artists is obliged to use the programme's logo on all related material and follow the communication guidelines which will be provided to them at a later stage. The grant received must be used solely for the purpose for which it was awarded, in line with the Regulations and Guidelines and the Agreement.

Young Artists must notify Arts Council Malta immediately if changes affecting the nature of their development plan take place during implementation. Changes cannot be implemented unless approval is received.

15. Report

At the end of the project, the following need to be submitted by not later than six (6) weeks after the respective development programme is concluded. These shall include documentation of the respective development programme, including : visual documentation, articles, interviews, blogs, relevant links.

- A brief written report by the Young Artist on the activities timeline, and the final updated budget together with all supporting documents
- A brief written review about the outcomes of the development programme, explaining how the Young Artist maximised on the opportunity of the Programme for their creative development, and how this increased participation in creative endeavours

A template will be provided to all beneficiaries.

Arts Council Malta and Agenzija Zghazagh retain the right to make use of submitted project material.

Arts Council Malta and Agenzija Zghazagh retain the right to recover funds in case these are not being used and/or are misused and/or are not used according to the submitted plan and budget.

16. Complaints procedure

Filing a complaint will not affect your chances of receiving support from Arts Council Malta in the future. All complaints will be treated with confidentiality.

Grounds for complaints

Nominators or nominees can make a complaint regarding procedural anomalies and irregularities during the submission and evaluation process in terms of the procedures stipulated in these Guidelines and Regulations. Complaints cannot be made concerning:

- The policies and procedures of Arts Council Malta or of the Government of Malta
- The merits of the application in terms of the criteria stipulated in these Regulations and Guidelines. Only nominators or nominees may file complaints concerning the nomination.

Filing a complaint

Complaints must be made in writing and must be as clear as possible. The complaint must state the grounds and the reasons for the complaint, providing a detailed explanation and justification supported by relevant documentation or testimonials as to why the complainant deems that irregularities were committed in the procedure/s stipulated in these Regulations and Guidelines or in standard good governance rules and regulations governing the public sector. The decision at the end of the complaint process shall be final. Complaints need to be made to the Director of Funding and Strategy at Arts Council Malta within five (5) working days of receipt of your funding

REGULATIONS AND GUIDELINES 2019 Young Artist Development Programme

decision. You will normally receive a reply to your complaint within ten (10) working days from the Director of Funding and Strategy at Arts Council Malta.

In case you are not satisfied with the reply, Arts Council Malta will convene a Board that will discuss your complaint further. If you approach our complaints procedure, then you are accepting that we can use information about your nomination to address the complaint. The decision of the Board is final.

CONTACT US

For more information, you may call us on 2339 7020 or send us an email on fundinfo@artscouncilmalta.org

Websites

www.artscouncilmalta.org

<http://www.agenzjazghazagh.gov.mt/>

Regulations and Guidelines updated on the 22nd of February 2019