



GOVERNMENT OF MALTA
MINISTRY FOR THE NATIONAL HERITAGE,
THE ARTS AND LOCAL GOVERNMENT

POST-PANDEMIC
**CULTURAL
HERITAGE**

SUPPORT SCHEME

GUIDELINES AND REGULATIONS 2021



CULTURE.GOV.MT

Allocations

SESSION BUDGET	MAXIMUM ELIGIBLE AMOUNT PER PROJECT
EUR 300,000	EUR 30,000

CO-FUNDING	DISBURSEMENT
The fund will cover up to 100% of total project costs	80% upon signing of grant agreement 20% following approval of final report

1. Introduction

Cultural Heritage organisations and related business institutions have since the early days of the COVID-19 pandemic been adversely impacted. This is mainly since as a sector it is one that is manifestly dependent on the volume of inbound tourists to Malta and Gozo.

The specific restrictions announced by the Health Authorities on inbound tourism during the peak summer season has proven to be a massive blow for this sector. Moreover, although bans have been lifted, currently the volume of inbound tourism is still very limited, and it is not being forecasted to improve considerably until at least Q2 of 2021.

Such an unprecedented situation has put extraordinary pressures on the operations, viability and sustainability of these organisations or business institutions managing or operating cultural heritage sites across Malta and Gozo.

The Post-Pandemic Support Scheme for Culture Heritage is designed to complement and add value to the wider COVID-19 funding response issued by the Government and the Ministry for National Heritage, the Arts and Local Government.

The objective of the fund is to help organisations recover from the economic impact of COVID-19 and to ensure financial viability in the future. The fund will have two streams and beneficiaries can apply for both streams either separately or adopt a more integrated approach.

2. Definitions

Applicant

An applicant may be a recognised group or a voluntary organisation.

Application

An application is a submission, inclusive of all mandatory documents and any annexes to the application form made by an eligible applicant.

Beneficiary

The beneficiary is the recipient of the grant. The beneficiary is responsible for the implementation of the proposal supported by the Scheme.

Eligibility

Applicants are screened by the Board in terms of eligibility. Applications are screened to determine eligibility in terms of section 3 of these guidelines. Applications that are not eligible shall not be processed further and shall not undergo evaluation.

Evaluators

The Permanent Secretary (Ministry for the National Heritage, the Arts and Local Government) appoints an evaluation board for each call under the Scheme.

Evaluation

Applications deemed compliant and eligible are evaluated against the criteria established in these guidelines by the appointed evaluators.

Individual

Individuals applying for a grant must be Maltese citizens or be in possession of a Malta residence permit; or of a Maltese citizenship certificate; or a Maltese passport.

Maximum Funding

There is a ceiling amount of €30,000 per project to be allocated. This will be decided on a case-by-case basis depending on the project.

Single Undertaking

Includes all enterprises having at least one of the following relationships with each other:

- a. One enterprise has a majority of the shareholders' or members' voting rights in another enterprise;
- b. One enterprise has the right to appoint or remove a majority of the members of the administrative, management or supervisory body of another enterprise;
- c. One enterprise has the right to exercise a dominant influence over another enterprise pursuant to a contract entered into with that enterprise or to a provision in its memorandum or articles of association;
- d. One enterprise, which is a shareholder in or member of another enterprise, controls alone, pursuant to an agreement with other shareholders in or members of that enterprise, a majority of shareholders' or members' voting rights in that enterprise.

Enterprises having any of the relationships referred to in points (a) to (d) above through one or more other enterprises shall be considered a single undertaking.

Undertaking

An undertaking is defined as an entity engaged in an economic activity within the meaning of Article 107 TFEU (i.e. any activity consisting in offering goods and services on a market), regardless of its legal status and the way in which it is financed. The classification of a particular entity as an undertaking depends entirely on the nature of its activities. The application of the State aid rules does not depend on whether the entity is set up to generate profits. Non-profit entities can also offer goods and services on a market. Where this is not the case, non-profit entities remain outside the scope of State aid. Furthermore, the classification of an entity as an undertaking is always relative to a specific activity. An entity that carries out both economic and non-economic activities is to be regarded as an undertaking only with regard to the former.

3. Eligibility

Who can apply:

- Registered Voluntary Organisations that manage heritage sites, venues or attractions
- Officially recognised as organisations that manage culturally significant assets or collections that are accessible to the public, as advised by Heritage Malta experts.

The criteria for eligibility are:

- All quoted budgets must be realistic and includes all the relative expenses that the project will incur to be fully implemented.
- A clear description outlining how the beneficiary was impacted by the COVID-19 pandemic

The criteria for Non-Eligibility are:

- Entities who have already received funds for the related proposal will not be eligible.
- Applications that do not contain all the necessary documents indicated in Section 5 of the Guidelines and Regulations.
- Late applications submitted after the deadline of 6 May 2021.

3.1 Cultural Heritage Investment Stream

The objective of this stream is to financially support entities to carry out the necessary investments in cultural property, which investment i) is not possible to be carried out due to the impacts of the COVID-19 pandemic or ii) is needed for the entity to remain functioning.

Eligible proposals shall address any of the below:

- programmes for maintenance, conservation or improvement of tangible infrastructure already owned by the entity;
- physical relocation of cultural heritage;
- safeguarding, preserving, restoring and/or rehabilitate tangible cultural heritage artefacts, including extra costs for storage under appropriate conditions, special tools, materials and costs for documentation, research, digitalisation and publication;
- improving the accessibility of cultural heritage to the public, including costs for digitisation and other new technologies, costs to improve accessibility for persons with special needs (in particular, ramps and lifts for disabled persons, braille indications and hands-on exhibits in museums) and for promoting cultural diversity with respect to presentations, programmes and visitors;
- enhancement of the visitors' general experience
- installation of safety measures
- research projects carried out by employed staff or active members.

3.2 Cultural Heritage Operations Recovery and Resiliency

The objective of this stream is to financially support entities to become operationally viable and economically sustainable following the extraordinary negative impacts of the COVID-19 pandemic.

Eligible proposals shall address any of the below:

- to restart and/or to diversify income-generating activities
- to create or to improve educational or community-based projects
- to re-align or to transform operations towards digital solutions or platforms
- to engage advisory and support services provided by consultants and service providers
- to re-align or to transform operations towards a more economical and sustainable manner
- to engage into educational and greater public awareness programs, including with the use of new technologies;
- to re-skill personnel working for the cultural institution or heritage site or for a project;
- to resume operations

3.3 Allocation of Funds

- The fund will have a total allocation of €300,000
- The awarded funds may cover up to 100% of the requested amount
- Each award shall not exceed €30,000
- The Board does not exclude that if the beneficiary has submitted a project exceeding €30,000 budget allocation, the same application can still be considered. However, the fund will only cover the amount as indicated in the scheme Guidelines and Regulations
- Funds will be prioritised to support organisations and projects that care for and/or work on the most significant heritage assets (Grade I and II Listed Buildings, Scheduled Monuments, etc)

3.4 Timeframes

Issue Date	
Application Deadline	(3 weeks after issue date)
Start Date of Evaluation	(2 weeks after application deadline)
Date of Notification:	(1 week after evaluation is finalised)
Contract Signature	(2 weeks after date of notification)

4. Evaluation

4.1 Criteria and Conditions for Evaluation

- Proposals are to be clear, sustainable, realistic and reflect the objectives of this funding scheme.
- All proposals must clearly outline how the beneficiary was impacted by the COVID-19 pandemic.
- All quoted budgets must be realistic and include all the relative expenses that the project will incur to be fully implemented.
- The Contracting Authority will monitor the progress of the project implementation and may request the beneficiary any additional reports as deemed relevant.
- Entities who have already received funds for the related proposal will not be eligible
- Any applications after this deadline shall not be accepted.
- Any mandatory documents that are not submitted will not be considered for assessment.

4.2 Assessment

The Assessment Board will base its decision upon the following criteria:

Criterion 1: Recovery and Resiliency (35 marks):

This criterion considers the positive impact of the proposal to the recovery and resiliency of the organisation

Criterion 2: Added Value to the National Cultural Heritage (30 marks):

This criterion considers the added Value of the proposal to the National Cultural Heritage

Criterion 3: Project Management (20 marks):

- Realistic Time Framed Action Plans (10 marks)
- Well Planned Milestones (10 marks)

This criterion considers how well structured the project proposal is.

Criterion 4: Budget (15 marks):

- Well Planned and Realistic Budget (10 marks)
- Presentation of Quotes (5 marks)

This criterion considers how well planned and realistic the presented budget is.

5. Submitting the application

All applicants will be required to follow the process set out below.

Proposals must include the below documentation:

- Organisational Background (maximum 300 words)
- Explanation how your organisation was impacted by the COVID19 pandemic (maximum 500 words)
- Project description
- Project implementation plan

- Project costings
- Explanation how this project will support your organisation to recover and become more economically and operationally viable

Proposals must be submitted by 6 May 2021. Applicants will be informed of the decision by close 17 June 2021.

Please submit proposals by emailing heritageschemes@gov.mt.

6. Evaluation Process

This scheme is competitive and will be evaluated according to the established criteria. Eligible applications will be assessed by an evaluation team made up of evaluators appointed by Ministry for National Heritage, the Arts and Local Government. The Evaluation Board will shortlist the number of applications submitted.

The evaluation session and funding decisions depend on the quality of the submitted proposals and on the availability of the funds. Each criterion is allocated a number of specific marks as indicated above. In order to be considered for funding, projects have to obtain at least 60 marks.

Disclaimer: The Ministry may decide not to allocate the total funds available for a particular call if the proposed projects do not reach the required level in terms of the scheme criteria.

7. Project Implementation and monitoring

At the end of your project, you will be required to submit a detailed report highlighting the work carried out and the project achievements, by not later than six (6) weeks after your project is concluded. If relevant, together with this report, beneficiaries must submit copies of any relevant marketing, publicity or information material developed for the funded project. You will also be required to present a final updated budget together with all supporting documentation.

8. Complaint procedure

All complaints will be treated with confidentiality.

8.1 Grounds for complaints

Applicants 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 Government's policies and procedures
- The merits of the application in terms of the criteria stipulated in these guidelines and regulations

Only applicants may file complaints concerning their projects.

8.2 Filing a complaint

Complaints must be made in writing and must be as clear as possible. The complainant 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 Guidelines and Regulations or in standard good governance rules and regulations governing the public sector. Complaints must be made to the Permanent Secretary (Ministry for the National Heritage, the Arts and Local Government) within five (5) working days of receipt of your funding decision. You will normally receive a reply to your complaint within ten (10) working days.

In case you are not satisfied with the reply, the Permanent Secretary (Ministry for the National Heritage, the Arts and Local Government) 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 project to address the complaint. The decision of the Board is final.

9. State Aid

This scheme is being implemented in line with Commission Regulation (EU) No. 1407/2013 of 18 December 2013 on the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de minimis* aid (OJ L 352/1), as amended by Commission Regulation (EU) 2020/972 of 2 July 2020 amending Regulation (EU) No 1407/2013 as regards its prolongation and amending Regulation (EU) No 651/2014 as regards its prolongation and relevant adjustments.

The total amount of *de minimis* aid granted to a single undertaking shall not exceed the amount of €200,000 over any period of three consecutive fiscal years. This period covers the fiscal year concerned as well as the previous two fiscal years. 'Fiscal year' means the fiscal year as used for tax purposes by the undertaking concerned. The maximum threshold of €200,000 would include all State aid granted under this aid scheme and any other State aid measure granted in line with the *de minimis* rule received from any other entity. Any *de minimis* aid received in excess of the established threshold will have to be recovered, with interest, from the undertaking receiving the aid.

A *de minimis* declaration form must be filled in by all applicants and submitted together with the application form.