

文化部跨域合創計畫補助作業要點

一、文化部（以下簡稱本部）為鼓勵國內民間團體與國際藝文機構從事跨域文化專業合作與交流，以開創文化創製多元面向、發展深化區域連結網絡、促進合創成果的跨境流通傳佈，特訂定本要點。

二、補助計畫類別：

人文、藝術、社區營造、文化資產、工藝、動漫、影視及流行音樂等，或跨前述領域之創製、策辦、研究、保存、維護、推廣、人才與技術交流培訓。

三、補助對象：

依我國法令設立登記或立案之法人、公私立大專校院、民間團體；政黨社團除外。

四、申請案應具備下列條件：

（一）所提計畫須已經申請人與跨域合作對象完成簽署協議。

（二）申請案之申請人及其合作對象，其中一方依法首先設立之總機構（部）應設在我國，另一方之總機構（部）應在其他國家或中國大陸、香港、澳門。

（三）申請補助額度須在新臺幣三百萬元以上至新臺幣一千萬元。

（四）所附計畫書應辦理之活動至少百分之五十須在我國執行。

(五)執行期限以二十四個月為限，計畫之開始日依補助契約約定辦理。

(六)申請補助之同一或類似計畫書未獲本部及其所屬機關(構)或財團法人國家文化藝術基金會補助。

五、補助原則及項目：

(一)每一申請案之補助額度以不逾申請案預算總經費百分之五十，且以新臺幣一千萬元為上限。

(二)經核定之補助計畫期間，於獲補助者及其合作對象所在國家或中國大陸、香港、澳門因執行本計畫所發生之實際支出，但不包括硬體建築、設備採購及投資費用等資本門支出。

(三)與計畫執行直接相關之人事費、旅運費及獲補助者及其合作對象所在國家或中國大陸、香港、澳門生活費，但每一申請案人數應依核定之補助計畫實際需要編列，且不得逾計畫預估之總預算金額百分之五十。

(四)擬委託第三人提供具高度專業性之勞務費用。

(五)以補助金辦理採購，如構成符合政府採購法第四條規定之要件者，獲補助者應依政府採購法規定辦理；獲補助者向第三人採購之金額逾核定補助計畫預算總金額百分之五十，其超出部分不列入補助額度。

(六)本要點所需經費預算須俟立法院審議結果而定，本部得視實際情況酌減或停止原核定補助，獲補助者不得請求補償或賠償。

六、申請作業：

(一)申請人應檢具之申請表、各項文件、資料應依附件及第二款規定辦理。

(二)申請時間及方式：

原則上每年受理申請一次，其申請期間由本部另公告之。申請人應於本部公告受理期間內，檢具申請計畫書及相關申請文件一式十份，光碟資料一份，以掛號郵寄或親送本部申請，以郵寄方式送達者，以截止日當日郵戳為憑；截止日如遇例假日或因不可抗力因素而無法於規定期限遞送申請資料時，依行政程序法相關規定辦理。本部不論是否給予補助，均不予退件，申請單位亦不得要求退還。

(三)計畫書須以中文書寫。

七、評審：

- (一)本部應先就申請單位應備文件資料及應載內容進行書面審核，並得視需要進行實地訪視，有未符合規定且可補正者，本部得通知限期補正，屆期未補正或補正不全者不予受理，補正以一次為限。
- (二)本部得聘請專家學者及本部代表若干人組成評審小組，負責審核申請案計畫書，並作成補助名單及補助金額之建議，各申請案之審核結果依總評分高低排序。上開評審小組之外聘委員人數應為評審小組成員二分之一以上。評審會議應有全體委員總額二分之一以上出席；審查會議之召開，應作成會議紀錄，簽報本部首長或其授權人核定，必要時本部得安排面談。評審委員如有行政程序法第三十二、三十三條規定情形者，應予迴避。
- (三)評審標準：採競爭性評選，視計畫內容國際連結程度、品質、合作對象之專業營運、財務管理執行能力及經費編列合理性、計畫規模與深度、計畫效益等綜合考量。

- (四)獲補助名單、補助金額由本部公告之，另以書面通知獲補助者，獲補助者應於三十日內與本部完成簽約；逾期未完成簽約者，視為放棄該申請案之獲補助資格。

八、補助金之撥款及核銷：

(一)補助金之撥款申請：

1. 第一期款(總補助金額百分之三十)：於獲補助者與本部完成簽約，並檢具第一期款收據，經本部審查合格後原則於三十日內撥付之。
2. 第二期(總補助金額之百分之二十)及第三期(總補助金額百分之二十)款需俟期中報告、會計師簽證之前一期實支經費明細及原始支出憑證等經本部審核通過後，原則於四十五日內撥付之，惟第二期、第三期款撥付前，前一期款項百分之七十均需經本部完成核銷作業。
3. 第四期款：依補助契約結案期限前，檢具結案成果報告併經會計師簽證之第三、四期實支經費明細及原始支出憑證，經本部審查合格後，原則於四十五日內核實撥付之。實際支出金額低於核定補助計畫書所載總預算金額時，得按原補助比例調降。

(二)核銷作業應依行政院「中央政府各機關對民間團體及個人補(捐)助預算執行應注意事項」、「支出憑證處理要點」等相關規定辦理；原始支出憑證必須在同一年度十二月十五日前，併支出清單、期中報告或結案成果報告送達本部核銷。逾期送件致影響會計年度結報者，本部得廢止補助。

(三)支出憑證或單據需與核定計畫書直接相關，且已列在核定補助計畫經費預估表之內，並載明可供查證且可辨識之資訊、加註中文說明。

九、考評

- (一)本部得要求於相關資料註明本部為指導或贊助單位。
- (二)經核定補助之案件，本部得就計畫之執行進行考評，並列為未來補助審核之依據。
- (三)獲補助者有隨時向本部說明計畫進度、配合本部辦理成果發表之義務。
- (四)獲補助者應依核定之補助計畫書確實執行。因執行需求須變更計畫內容或因故無法履行者，應立即以書面述明理由及提出變更方式或措施，報經本部核准後，始得變更或終止計畫。計畫變更同一年度以二次為限。

十、其他

- (一)申請案如有下列情形之一者，不得進入審查程序。其已經審查獲補助者，本部仍得予撤銷並追繳已撥付款項，且於三年內不受理申請：
 1. 所提供資訊、支出憑證支付事實有所不實、違反本要點或其他法令規定，情節重大經發現者。
 2. 有第七點第二款，應迴避而未迴避經查證屬實。
 3. 曾獲本部補助並簽有合約，無法履約且情節重大者。
 4. 同一或類似申請案已獲得本部、本部所屬機關（構）或財團法人國家文化藝術基金會補助。
- (二)本要點相關事項如有疑義或其他未盡事宜，依其他相關法令或由本部解釋之。

【附件】請依文件編號清單順序排列各項文件

- 一、申請表（如附表 A）
- 二、申請案計畫書（如附表 B）
- 三、經費預算表（格式如附表 C）
- 四、切結書（格式如附表 D）
- 五、重要證明文件
 - （一）申請人立案或登記證明文件
 - （二）申請人與計畫合作單位簽署之合作協議書，需載明各參與方在合作計畫中所負基本權利義務與合作性質
 - （三）申請人經會計師簽證之前一年度財務報告
 - （四）委託第三人提供具高度專業性勞務之合作意向書
 - （五）計畫執行人員專業資格證明文件
 - （六）有利計畫申請之其他證明文件，例如往年辦理跨域文化專業計畫之經歷與實績

附表 A

計畫編號(文化部填寫)

000 年度「跨域合創計畫」補助申請表	
計畫名稱	
申請人名稱	<input type="checkbox"/> 總機構(部)位在臺灣 <input type="checkbox"/> 法人 <input type="checkbox"/> 公私立大專校院 <input type="checkbox"/> 民間團體
合作對象名稱 (請附英文名稱)	1、 <input type="checkbox"/> 總機構(部)位在_____ 2、 <input type="checkbox"/> 總機構(部)位在_____
計畫領域及型態(可複選)	<input type="checkbox"/> 人文 <input type="checkbox"/> 藝術 <input type="checkbox"/> 社區營造 <input type="checkbox"/> 文化資產 <input type="checkbox"/> 工藝 <input type="checkbox"/> 動漫 <input type="checkbox"/> 影視 <input type="checkbox"/> 流行音樂 <input type="checkbox"/> 其他，請說明：_____
計畫起迄日期	<input type="checkbox"/> 創製 <input type="checkbox"/> 策辦 <input type="checkbox"/> 研究 <input type="checkbox"/> 保存 <input type="checkbox"/> 維護 <input type="checkbox"/> 推廣 <input type="checkbox"/> 人才 <input type="checkbox"/> 技術交流培訓 <input type="checkbox"/> 其他，請說明：_____
計畫執行地點	○年○月○日 至 ○年○月○日 共 年 月
計畫簡述	1、 2、
申請人曾獲本部補助一覽	1、 2、
同一或類似案是否曾向或正向本部、本部附屬機關、其他單位申請補助	<input type="checkbox"/> 是，請說明 <input type="checkbox"/> 否
本案聯絡人	姓名： 部門： 職稱： 專線電話： 手機： E-MAIL： 地址： 傳真：

此致 文化部

申請人： (加蓋印信)

負責人： (加蓋印信)

中 華 民 國 年 月 日

附表 B

計畫書內容及格式

(應以 A4 紙張直式橫書雙頁繕寫，由左向右編排，標楷字體、14 級字、2 倍行距，並應標示頁碼)

一、計畫緣起

二、計畫目標

三、計畫構想(兩千字以上)

四、執行規劃與方式

五、人力配置及分工

(一)計畫執行人員資料

姓名、職稱、學經歷、實績、執行計畫之相關專業能力資格證明、所擔任職務與負責事項、任該職務期間自西元○年○月起至西元○年○月止

(二)國內外合作對象之計畫執行人員資料(所有人員均需逐筆依序填寫)

姓名、職稱、學經歷、實績、執行計畫之相關專業能力資格證明、所擔任職務與負責事項、任該職務期間自西元○年○月起至西元○年○月止

(三)委託第三人提供具高度專業性之勞務規劃

姓名、職稱、學經歷、實績、執行計畫之相關專業能力資格證明、所擔任職務與負責事項、任該職務期間自西元○年○月起至西元○年○月止

六、計畫辦理期程及各階段預定計畫執行進度、計畫重要進度查核點

七、計畫執行之需辦理出入國之人員、次數、國家城市、擬辦理計畫內容簡述

八、預期效益

九、成果發表計畫暨評估指標(須自訂量化與質化指標)

附表 C

經費預算表

填表說明：

- 應列明全案所需全部預估經費明細，及向各機關申請補助之項目及金額，補助金若產生之利息或其他衍生收入之處理方式。
- 如為跨年度計畫，應分年進行編列，必須載明匯差估算，且提出收支平衡說明；逾一年以上之計畫，請分年度編列。

一、總費用支出預算表（請依補助項目分項詳列）

單位：新臺幣元

支用年度：				
項目	細目(舉例)	金額	向文化部申請補助之項目之金額	說明(舉例)
業務費				
	小計			
人事費 (含個人所得稅)				
	小計			
委託第三人提 公具高度專業 性之勞務費用 (含個人所得 稅)				
	小計			
旅運費	簽證費			人數 X 簽證費
	機票費			人數 X 來回機票費
	貨運費			去程運費 + 回程運費
	交通費			機場接駁費
	小計			
	住宿費			人數 X 單日住宿費 X 天 數
	日支生活費			人數 X 日支生活費 X 匯 率 X 天數
採購				
補助金利息				(處理方式)
匯率(臺幣對 00 幣)及預估 匯差				
	小計			
	合計			

(本表格請自行延伸)

二、經費收入預估表

一、自籌款金額金額：	占總預算經費比例	%
二、獲補助金總金額：	占總預算經費比例	%

三、向本部及其他單位申請補助明細

單位名稱	申請補助項目	申請補助金額	預算金額	申請補助金額占預算金額比例
文化部	1			%
	2			%
其他單位	1			%
	2			%
	總補助金額			
	總補助金額占 總經費比例	%		

註：同一申請案得併向其他單位申請補助，但已獲本部、本部所屬機關構、財團法人國家文化藝術基金會補助者不具本案申請資格。

附表 D

切 結 書

1. 貴部補助款用於人事費擬於 (年度) 年年底統一辦理所得歸戶。(未補助人事費免填)
2. 本單位辦理之「 (計畫名稱) 」並未重複獲得貴部及貴部所屬機關、財團法人國家文化藝術基金會經費補助。

此 致

文化部

申請人名稱：

會 計：

出 納：

經手人：

(加蓋民間團體圖記)

中華民國

年

月

日



The Rainbow Initiative

Funds for Collaborative Cultural Projects

The Ministry of Culture (hereinafter referred to as “the Ministry”) has established the Rainbow Initiative to encourage domestic and foreign organizations to collaborate on multinational and multi-disciplinary cultural projects which will promote creativity and diversity; strengthen international and regional networking; and ensure wide reach of benefits from cross-border/cross-cultural exchanges.

GUIDELINES AND PROCEDURES

- **Project eligibility:**

Content production, curation/event planning, research, conservation, maintenance, promotion and personnel/technical exchanges or training in the fields of the humanities, arts, community development, cultural assets, handicrafts, comics and animation, film, television, and pop music; or a cross-disciplinary combination of these fields.

- **Applicant eligibility:**

Domestic legal entities, public and private educational institutions or civic groups registered in accordance with domestic law are eligible to apply; political parties or affiliated groups will not be eligible to apply.

• **Conditions**

1. All collaborating entities must have signed a bilateral or multilateral cooperation agreement, a copy of which shall be included in the project proposal.
2. At least one of the collaborating entities must have its headquarters based in Taiwan, and at least one must have its headquarters based in an overseas location, mainland China, Hong Kong or Macau.
3. Application for funding may be made for a minimum of NT\$3 million and a maximum of NT\$10 million.
4. At least 50 percent of the project's activities must take place in Taiwan.
5. The duration of the project shall not be more than twenty-four months. The project start date shall begin after the application has been approved and a contract has been signed with the Ministry.
6. No application for funding has been previously made to the Ministry, its subordinate organizations, or the National Culture and Arts Foundation for the proposed project or a similar project.

• **Funding principles and qualifications:**

1. Funding shall not exceed 50 percent of the project's total budget, and shall not exceed NT\$10 million overall.
2. Costs incurred by the participating parties in their home nation(s) or in mainland China, Hong Kong or Macau during the period covered by the contract are eligible for funding, but capital expenditures on buildings, equipment and other fixed assets will be excluded.
3. Personnel costs incurred directly as a result of executing the project, as well as transportation costs and living expenses incurred by overseas project partners in conjunction with the project, are eligible for funding. The number of personnel required needs to be listed for each approved project and personnel costs may not account for more than fifty percent of the total budget.
4. Costs incurred by third parties providing highly specialized services are eligible for funding.
5. Where the terms of Article 4 of the Government Procurement Act apply, procurement shall be carried out in accordance with that Act. Where costs incurred for third-party personnel expenses exceed fifty percent of the total estimated budget, the portion exceeding fifty percent shall not be reimbursed by the Ministry.
6. The budget for funding items in these Guidelines and Procedures is subject to approval by the Legislative Yuan. The Ministry reserves the right to lower the funding amount, or to cancel funding entirely,

depending on budgetary resources, and funding recipients thus affected may not seek compensation.

• **Application process:**

1. Applications, documentation and all relevant information shall be submitted in accordance with these Guidelines and Appendix I of this Article.

2. Submission deadline and methods:

In principle, the Ministry will announce, one period each year during which it will accept applications. Applications made during that period are to include ten (10) copies of application materials and project plans and one (1) copies of a CD-ROM containing all requested documents. Applications are to be sent by registered mail or delivered in person to the Ministry. For mailed applications, the postmark serves as proof of receipt by the set deadline. Where the prescribed date falls on a holiday, or where *force majeure* prevents mailed applications from being received by the set deadline, relevant provisions of the Administrative Procedure Act shall apply. Application packages will not be returned regardless of the funding decision; Applicants are not to request their return.

3. Applications and proposals shall be entirely submitted in Chinese.

• **Review process:**

1. The Ministry will first conduct a review of application documents and their content to determine whether an onsite visit is warranted. Where applications are incomplete, but the situation can be remedied, the Ministry will inform the Applicant of the deadline for submitting required but missing documentation. Applications will not be processed in cases where Applicants have failed to submit said documentation or have submitted insufficient documentation. Applicants will be granted only one opportunity to remedy incomplete applications.
2. The Ministry shall form an evaluation committee composed of its personnel as well as non-ministry experts and scholars appointed for reviewing project proposals. The committee will recommend a proposed list of funding recipients and respective award amount. The committee shall score and rank Applicants' proposals. At least 50% of committee members shall consist of individuals from outside of the Ministry. The quorum for evaluation committee meetings shall be one-half of the total number of committee members. The committee shall keep records of its meetings. Committee reports shall be approved by the Minister or his/her designee. Interviews will be arranged where deemed warranted. Committee members shall recuse themselves when the provisions of Article 32 and Article 33 of the Administrative Procedure Act apply.
3. In terms of review criteria, competitive reviews should consider the following: the extent to which the project will strengthen international ties, the overall quality of the proposal, the operational

and financial capacity of the collaborative entities, the feasibility of the estimated overall budget, the scale and comprehensiveness of the project and its expected benefits.

4. The Ministry shall announce the list of funded projects and funding amounts, and shall send a written notice to funding recipients. Successful Applicants shall have 30 days to sign a contract with the Ministry; failure to do so will result in the forfeiture of the right to claim funding.

• **Remittances and audits:**

1. Applying for remittances:

a. Stage One (30 percent of the total approved funding) shall, in principle, be remitted within 30 days of the Applicant's signing of a contract with the Ministry and the submission of a receipt that has been subsequently verified as valid by the Ministry.

b. Stage Two (20 percent) and Stage Three (20 percent) shall, in principle, be remitted within 45 days of the Ministry's review and approval of an Applicant-submitted interim implementation report for the previous stage, as well as a list of expenditures and original receipts reviewed and signed off by a certified public accountant. Prior to the second-stage and third-stage funds being remitted, 70 percent of the amount remitted in Stage One shall have been audited by the Ministry.

c. In Stage Four, a final implementation report as well as a list of expenditures and original receipts reviewed and signed off by a certified public accountant, shall be provided by the deadline stated in the contract for the Ministry's review and approval. Funds will be remitted within 45 days of the Ministry's approval of the aforementioned materials. Where actual expenditures total less than the original budget, the originally agreed-upon funding amount will be scaled down accordingly.

2. Audits shall be performed in accordance with domestic regulations, including the Executive Yuan's "Guidelines on Central Government Agencies Funding (Donating) to Private Groups or Individuals" and the "Management Guidelines for the Disposal of Expenditure Vouchers." Original receipts, an expenditure list and a work in progress report or project implementation report shall be sent for review by the Ministry before December 15 of the year in which the project is being carried out. The Ministry reserves the right to withhold or cancel funding in the case of late submissions that do not comply with the aforementioned deadlines.

3. Items listed on receipts/invoices shall be directly related to the subject of the contract and shall have been listed in the estimated overall budget. Receipts must be identifiable and verifiable, allowing for proper review, and information in Chinese shall be added where not initially present.

• **Evaluation:**

1. The Ministry may require project materials to carry information identifying the Ministry of Culture as the supervisor or sponsor.
2. The Ministry reserves the right to ascertain the quality of execution and the results achieved. Such evaluations will be taken into consideration when considering subsequent funding.
3. Funding recipients shall provide detailed progress reports and shall cooperate with the Ministry on jointly promoting the project.
4. Funding recipients shall carry out the project as approved by the Ministry. Where portions of the project cannot be carried out, or where changes are deemed necessary, a written explanation detailing the changes and remedial measures shall be submitted directly to the Ministry; the Ministry will then render a decision to approve the changes or to cancel the project. Project scope may not be altered for more than twice per year.

• **Other:**

1. Should any of the following situations occur, applicants will not be taken into consideration for any further review. Where they have already been approved for funding, applicants shall have their funding revoked or may be required to return a portion or the entirety of funds already remitted; in addition, applicants who have

violated this agreement will not be eligible for project funding from the Ministry for the next three years:

- a. They have engaged in gross misrepresentation of the information they have provided, where expenditures have been falsified, or where a breach of these Guidelines and Procedures or other regulations has been discovered;
 - b. They have not abided by the Review Process, where it is verified that committee members who should have recused themselves have not done so;
 - c. They have previously failed to uphold fundamental contractual obligations to the Ministry;
 - d. They have, for the same or a similar project, already received funding from the Ministry, its subordinate units, or the National Culture and Arts Foundation.
2. Where there are doubts about the content of these Guidelines and Procedures, the Ministry shall issue an explanation, or related laws and regulations shall be invoked.

Appendix I

- A. Project application form
- B. A project proposal (Must be submitted in Chinese)
- C. A budget on which all expected expenditures shall be listed, as shall the items for which funding is sought, the amount, and from which organization. (Must be submitted in Chinese)
- D. An affidavit that is signed and stamped with the company seal
- E. A list of documents with serial numbers, and the documents themselves in numerical order:
 - 1. The name of the applying organization, its registration certificate.
 - 2. The cooperation agreement signed by the Applicant organization and co-organizer(s) and detailing the essential obligations of each participant as well as the nature of cooperation.
 - 3. An income statement for the previous year verified by a certified public accountant.
 - 4. Letter of intention of cooperation.
 - 5. Proof of the professional skills of the individuals tasked with completing the project.

6. Other supporting documentation, such as previous experiences and accomplishments relevant to the proposed project.

Attachment A

Project # ()

Application Form for the 2013 Rainbow Initiative	
Project Title:	
Name of Applicant:	<input type="checkbox"/> Yes, I am based in Taiwan
	Please check all that applies: <input type="checkbox"/> Legal Entity <input type="checkbox"/> Academic Institution <input type="checkbox"/> Civil Group
Partner(s): (Please include both Chinese and English names)	1、 <input type="checkbox"/> Headquarters located at <u> (city, country) </u> . 2、 <input type="checkbox"/> Headquarters located at <u> (city, country) </u> .
Field(s): (Please check all that apply)	<input type="checkbox"/> Humanities <input type="checkbox"/> Arts <input type="checkbox"/> Community Development <input type="checkbox"/> Cultural Assets <input type="checkbox"/> Handicrafts <input type="checkbox"/> Animation & Comics <input type="checkbox"/> Audiovisual Production (Film/TV) <input type="checkbox"/> Pop Music <input type="checkbox"/> Other: (please specify) _____. <input type="checkbox"/> Content Production <input type="checkbox"/> Curation/Event Planning <input type="checkbox"/> Research <input type="checkbox"/> Conservation <input type="checkbox"/> Maintenance <input type="checkbox"/> Promotion <input type="checkbox"/> Talent Training <input type="checkbox"/> Technical Exchanges <input type="checkbox"/> Other: (please specify) _____

Start and End Dates of Proposed Project:	<input type="checkbox"/> Year/Month/Date to Year/Month/Date <input type="checkbox"/> Total Project Length:	
Location(s): (Please include all the places related to the project's implementation)	1、 2、	
Project Summary:		
Have you ever received funding from Taiwan's Ministry of Culture? If so, please list the dates and details:	1、 2、	
Has this proposal (or a similar plan) ever been submitted to the Ministry or any of its subordinate organizations? Has this project ever been awarded a grant by a governmental agency?	<input type="checkbox"/> Yes (Please list the details below) <input type="checkbox"/> No	
Contact Person:	Name: Department: Job Title:	Office Phone: Cell Phone: Fax: E-Mail: Office Address:

Applicant: (personal seal or signature)

Project Manager: (personal seal or signature)

(Minguo Year) - (Month) - (Date)

Attachment B: Proposal Outline & Format

Please adhere to the following format specifications: A4, Times New Roman, font size 14, double space and clearly numbered pages.

1. Overview
2. Objectives
3. Project Proposal (at least 2,000 words are required for this section)
4. Implementation & Methodology
5. List of Personnel & Area of Responsibilities

(1) Project Members (of the Applying Party)

Each participant must provide his/her name, job title, educational background, previous experience and proof of the professional skills required to complete the project. The role and scope of responsibility of each participant, as well as his or her period of cooperation, need to be clearly stated.

(2) Project Members (of Collaborating Entities)

Each participating individual from a collaborating entity must provide his/her name, job title, educational background, previous experience and proof of the professional skills required to complete the project. The role and scope of responsibility of each individual, as well as his or her period of cooperation, need to be clearly stated.

(3) Specialist(s)

Each specialist hired to assist with the project's execution must provide his/her name, job title, educational background, previous experience and proof of the

professional skills required to complete the project. The role and scope of responsibility of each specialist, as well as his or her period of cooperation, need to be clearly stated.

6. Stages of Implementation, Project Timeline & Milestones

7. Travel Plans (please include the number of travelers, the frequency of travel, the exact destinations and purpose of travel)

8. Expected Benefits

9. Promotion Campaign (if the project is selected to participate in the Rainbow Initiative, the Ministry will help promote the results of the project when it draws to a close. Please come up with a set of quantitative and qualitative methods to measure the project's success)

Attachment C: Budget

- Please list all the projected expenditures of your proposal, and the amount you expect to be reimbursed for each item. Please also explain how you would handle the accumulated interest generated by the Ministry's funds or other sources of unlisted income.
- If the project will end in a different year than its start date, please create a separate budget for each year and explain how you would account for the difference in exchange rates and balance the books by the end of the project. If the project will take more than one year to complete, please create a separate budget for each year.
- Please note that in the Total Project Budget chart provided below, the expenditure categories and breakdowns are filled in for your reference only. The Budget chart can be modified to reflect the needs and scope of your proposal.

(1) Total Project Budget by Expenditure Category

* All expenditures need to be converted and listed in New Taiwan Dollars (NT\$)

Year:				
Expenditure Category	Type of Expenses	Amount	Requested Reimbursement from the Ministry	Details/Breakdown of Expenses
Operational Costs				
	Sub-total			
Personnel Costs (including individual income tax)				
	Sub-total			
Payment to Specialist(s) (including individual income tax)				
	Sub-total			
Transportation and Travel Fees	Visa Fees			(Number of People Traveling) x (Visa Fee)

				= Total Visa Payment
	Airfare			(Number of People Traveling) x (Round-trip Ticket) = Total Airfare Charges
	Shipment Fees			(Shipment to Destination) + (Return Shipment) = Total Shipment Costs
	Transportation Costs			Airport Shuttle Service
	Sub-total			
	Lodging Fees			(Number of Travelers) x (Single-day Room Fee) x (Number of Days) = Total Lodging Fees
	Living Expenses			(Number of People) x (Daily Expenses per Person) x (Currency Exchange Rate) x (Number of Days) = Total Living Expenses
	Purchases			
	Accumulated Interest (on the funds provided by the Ministry)			(Please explain how you would handle the accumulated interest generated by the Ministry's funds)
	Exchange Rate (NT\$ to Foreign Currency) (including estimated future disparity)			
	Sub-total			
	Grand Total			

(2) Calculation of Funds as a Percentage of Total Budget

Independent/Self-procured Funding:	As Percentage of Total Project Budget	%
Funding Provided by the Ministry:	As Percentage of Total Project Budget	%

(3) List of Total Funding Applied / Received *

Name of Agency	Expenditure Category	Requested Funding	Budget (for this Expenditure Category)	Requested Funding as Percentage of Total Project Budget
Ministry of Culture	1			%
	2			%
Other(s)	1			%
	2			%
	Total Requested Funding			
	Total Requested Funding as Percentage of Total Project Budget	%		

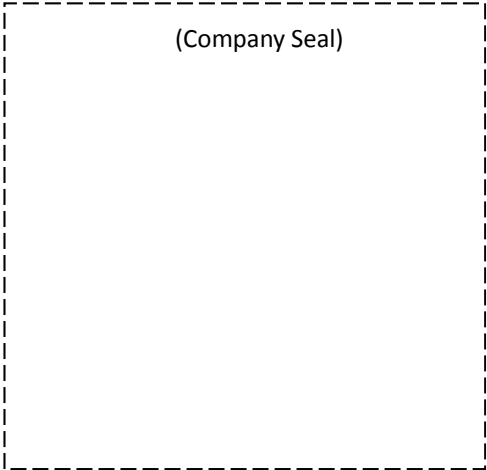
*Note: Your project can be submitted to other governmental agencies for review, but all those that have already been awarded funds by the National Culture and Arts Foundation, the Ministry of Culture or its subordinate organizations will lose their eligibility to participate in the Ministry's Rainbow Initiative.

Attachment D: Affidavit

*Note: The first Statement on the Affidavit applies to those seeking reimbursement for personnel costs; otherwise, include the second statement only.

1. The Applicant hereby promises to take the necessary steps to complete the required paperwork for filing and deducting income tax for their personnel by the end of the year _____.

2. This proposed project, titled _____, has never been a recipient of funding from National Culture and Arts Foundation, the Ministry of Culture or its subordinate organizations.



Affiant:

Accountant:

Bookkeeper:

Agent:

(Minguo Year) - (Month) - (Date)

文化部跨域合創計畫補助作業 FAQs

Q1：申請單位的資格是什麼？機構、學校系所、公司，還是個人都可申請？

A: 本計畫目標在刺激我民間跨域文化的創製活力，以及和國際連結的能力，凡國內依法登記或立案的法人(包括財團法人、社團法人等)、公私立大專校院、民間團體(含機構)，歡迎在徵件時間內遞件爭取補助。公部門及個人無法作為本計畫補助對象。

Q2：位在國際或大陸地區之團體、機構、單位等可否作為提案單位？

A: 本計畫鼓勵跨域合作案，提案單位必須為國內法人、公私立大專校院、民間團體，並且找到總機構(部)位在外國或中國大陸、香港、澳門地區的團隊、機構合作才可提案，外國團隊也可以主動尋找國內團體等構思合作計畫，但必須透過要點所訂之補助對象來提案。

Q3：我是德國的自由藝術創作者，有很傑出的創意與文化策展經驗，但是沒有所屬機構、公司等，可否和臺灣的團體合作，作為計畫參與方並接受補助？

A: 個人無法作為本計畫要點第四條所定之計畫合作對象，但可以透過所屬機構、公司、團體等來尋求合作，本計畫要求合作對象總機構(部)至少有一方在我國之外，其和我國內申請單位合作來提出申請案。

Q4：計畫規定每一案最高補助金額是新臺幣 300 萬至 1000 萬元，有沒有什麼情況下可以爭取到更多補助金？

本計畫每一案的補助金額上限是新臺幣 1,000 萬元，因本部年度預算額度有限，在不排擠其他領域資源的考量下，不論申請案的經費缺口是否超出，補

助額度均無法再增加，請申請單位妥為評估並強化管理財務能力，運用有限資源，發揮最大效益。

Q5：申請案能獲得的補助比例上限是 50%，表示另有 50%的經費必須由獲補助單位自籌？是否是指國際合作對象需要相對出資？

有關國際合作方是否相對出資並無特別規定，但是自籌款項能力將作為財務管理能力之指標之一。

Q6：為了配合提案計畫與國外合作對象的規劃辦理期程，提案計畫的時程可以跨年嗎？

提案必須是新提案，計畫執行可以跨年，最多不逾 2 年。

Q7：提案送件後會經過何種審查程序？獲得補助的機率有多高？

本案採競爭型評選，符合資格條件的提案，經審查委員所列項目綜合考量、決定補助優先順序及補助額度。

Q8：補助款是如何匯撥到計畫合作單位呢？

本部將依據補助契約約定撥付款項至獲補助者提供的帳戶，國內獲補助者與國外合作對象之間的權利義務，由獲補助者與國外合作對象簽訂合作協議約定。

Q9：核銷作業辦理需注意事項及應提交文件？

執行計畫時，不論請領第二、三、四期款項與否，當年度支出均需於當年 12 月 15 日前送本部辦理核銷，核銷作業需備妥經會計師簽證之原始支出憑證、支出明細、計畫執行進度報告等一應文件，其他事項須依作業要點辦理。

Q10：如果提案來不及在截止日前提出，怎麼辦？現在可以提出 2015 年的計畫嗎？

申請案必須在徵件截止日前提出，本部受理後會先進行書面審查，若資料不齊或不清楚，將通知申請單位依限期補件，惟僅可以有一次補件之機會，請申請單位把握時效。獲補助者在與本部簽約後，始可展開計畫，計畫從簽約後起算兩年內必須完成，不得展延。如 2013 年 10 月簽約，計畫最遲需於 2015 年 10 月完成。

Q11：國外的單位也想提案，但是不瞭解臺灣的文化藝術生態以及資源，不知道如何尋找適當的國內單位合作提出完善的提案，怎麼辦？

外國單位可逕洽本部駐外機構(聯絡人及聯絡資訊可自本部英文官網 english.moc.gov.tw 的 contact us 項下找到)諮詢或請建議、推薦、媒合國內單位。

Q12：規定提案計畫執行的期程上限是二年，如果執行計畫過程中發生問題，例如人員變動、資金不足，或是發生其他窒礙難行之困難怎麼辦？

獲補助者應依照本部核定之計畫內容確實執行，補助經費必須專款專用。但有因執行需求變更計畫內容，甚至是因重大困難原因而無法繼續執行計畫，請以書面說明補救及變更措施，向本部說明，經本部審核同意後，始得變更或終止計畫。每一計畫變更在同一年度最多只有二次，本部得經審查後決定是否終止補助。



The Rainbow Initiative

Funds for Collaborative Cultural Projects

Frequently Asked Questions

Q1. What qualifications must applicants have? Can organizations, university departments, companies and individuals all apply?

A: The aim of this program is to stimulate the creation of lively, multi-disciplinary collaborative cultural projects by the private sector and to bolster international ties. As such, domestic legal entities (including foundations that constitute as a legal person as well as associations), private groups (including organizations) and universities registered in accordance with domestic law are welcomed to apply during the designated application period. The cultural departments of city and county governments, museums and other public agencies are not eligible to apply for funding.

Q2. May foreign or mainland Chinese groups, organizations or units propose projects?

A: This program is aimed at promoting multinational cooperation. Applicants must be domestic legal entities, private groups or universities, and their partner groups and organizations must have their headquarters in other countries, mainland China, Hong Kong or Macau. Foreign groups may also contact domestic groups to develop a plan for a collaborative cultural project, but these foreign groups must work through an eligible funding recipient as defined in this project's Guidelines and Procedures. The Ministry will ascertain from the submitted plan the role being played by each group in the bilateral or multilateral cooperation agreement submitted by participants.

Q3. I am a German freelance artist. I have unparalleled experience in both cultural content creation and event planning. However, I am not connected with an organization or company. May I cooperate with a Taiwan-based group and apply for funding?

A: Individuals may work through organizations, companies and groups to find partners. However, as per Article 4 of the Guidelines and Procedures, individuals are not eligible to be Applicants. While at least one collaborating partner must have its headquarters located outside Taiwan, it must apply through a domestic Applicant.

Q4. While the Guidelines and Procedures specify that successful Applicants may receive between NT\$3 million and NT\$10 million in funding, are there circumstances under which a higher level of funding may be made available?

A: For each project, the funding limit is NT\$10 million. The Ministry has a limited annual budget, and the funding limit per project cannot be increased regardless of whether a project faces a deficient in funding. This does not exclude the possibility of utilizing other sources of funding. Applicants should re-evaluate and improve their financial management capabilities and use limited resources in a way that produces the best results. This program does not supplant funding provided under other Ministry measures now in place.

Q5. Funding is limited to 50 percent of the total budget. Does this mean that funding recipients are required to come up with the other 50 percent on their own? Does this imply that foreign participants must provide complementary funds?

A: There are no particular regulations concerning foreign participants' provision of funds. However, the ability to provide one's own funds can serve as an important indicator of the Applicant's financial management capabilities.

Q6. So as to give Applicants sufficient time to arrange a schedule for executing projects with foreign counterparts, will the Ministry consider projects that require more than one year to implement?

A: Projects submitted must be new, with two years being the maximum duration allowed.

Q7. What sort of review process will the applications be subjected to? What are the Applicants' chances of actually obtaining funding?

A: This is a competitive grant program. Proposals by eligible Applicants will be reviewed by a committee based on the criteria laid out in the Guidelines and

Procedures, and the committee will draw up a proposed list of competitive recipients and funding amounts.

Q8. How will the funds be remitted to successful recipients?

A: The Ministry will remit funds to the recipient's account as stipulated in the funding contract. The fundamental rights and responsibilities of the domestic funding recipient and its foreign/mainland Chinese partner(s) are to be determined by a cooperation agreement signed by the parties. Successful Applicants are to apply to the Department of Cultural Exchanges for funding remittance.

Q9. Concerning audits, which items require special attention, and what specific documents need to be provided?

A: During the implementation period, original receipts, an expenditure list reviewed and signed off on by a certified public accountant and a work progress report or project implementation report shall be sent for audit by the Ministry before December 15 of the year in which the project is being carried out. Other items may be found in the Guidelines and Procedures section.

Q10. What is the alternative for proposals that cannot be submitted by the 2013 deadline? Are applications for plans to be executed in 2015 being accepted now?

A: Plans may be implemented by funding recipients only following the signing of a contract with the Ministry, and must be completed within two years of the contract's starting date. Proposals must be received by Aug. 30, 2013; no extensions will be granted. If, for example, a contract is signed in October 2013, the plan must be completed by October 2015.

Q11. I represent a foreign organization that would like to submit a proposal. However, being unfamiliar with Taiwan's cultural landscape and resources, I do not know how to find a suitable domestic partner to cooperate with. How should I proceed with my application?

A: Foreign or mainland Chinese organizations may work with the Ministry's 16 overseas offices; they will provide recommendations, help with the search, or act as an intermediary with domestic organizations. Please click on the "Contact Us" section of the Ministry's English-language website (english.moc.gov.tw) to find the regional representative closest to you.

Q12. Although the project duration stipulated by the Ministry is limited to two years, if program participants encounter problems with execution – such as changes in personnel, a lack of funds or other unforeseen obstacles – how should they proceed under these circumstances?

A: Funding recipients shall carry out the project as approved by the Ministry. Where portions of the project cannot be carried out, or where changes are deemed necessary, a written explanation detailing the changes and remedial measures shall be submitted directly to the Ministry; the Ministry will then render a decision to approve the changes or to cancel the project. Project scope may not be altered for more than twice per year.

中華民國文化部

「跨域合創計畫」補助作業徵件說明

從泥土到國際 跨域連結秀創意

您正在蘊釀一場旗艦型、跨國且跨文化領域的合作計畫嗎？浮現了跨越多種可能性的藝文場景，也有具體構想，卻還缺關鍵資金無法伸展？或者您具有將星球八方創意人才聚攏的長才，可助開啟臺灣的藝文團隊與外國團隊的合作嘗試？那麼，您正是本部跨域文化合創計畫夢寐以求的提案對象。

跨文化合作能力是從泥土到國際不可或缺的接著劑。為鼓勵人文、藝術、文化資產、社區營造、工藝、動漫、影視、音樂等或跨前述領域之創製、策辦、研究、保存、維護、推廣、人才與技術交流培訓之跨國合作，進而深化跨文化對話與區域網絡，本部著手充實相關資源，將透過補助機制，支持跨國合創。

國際間已有許多精彩合創案例，為激發申請案的多元想像和提案類型的發想，謹舉數例供各界參考：如義大利威尼斯辦理的城市「對望計畫」，邀請他國城市與其「對望」。主要以交換兩地作家方式進行：邀請作家到對方的城市生活，並以對方城市生活的體驗為主題或背景，合著或各自創作後在兩地進行出版與發表。因此，我們可以想像，如果臺灣的文學雜誌出版社，與德國柏林類似的出版社合作，協議每年互相譯介並出版對方2到3本著作，且各自在其雜誌中，製作臺灣與柏林的文學雙焦點特輯，就是一個透過深入合作獲得臺灣與德國相互深度了解的合作案。

又譬如，同樣受越戰時期所留下地雷之害的越南、寮國、柬埔寨等國，已就戰爭史的共同敘述展開跨國的攜手合作；中、日、韓則在日本邀請下，合作編撰新的歷史教科書。

國內團隊也曾推動多方面的跨域合作案，例如雲門舞集曾與視覺藝術家蔡國強先生合創《風·影》；法國編舞家與我國時尚設計師古又文合作的《有機體》；此外，我社區營造團隊也已開展綿密的跨域合作網絡，與中國大陸、日本震災重建團隊交流，並結合藝文團隊進行災區藝術陪伴與彩繪計畫；文化資產保存維護方面，也有引進外國修復專業技術，以團隊的方式進行跨國修復工作的需求，都是本計畫所鼓勵的合作面向。

歡迎申請補助金額在新臺幣 300 萬元至 1000 萬元間的跨域合創提案，把握每年一次的徵件機會，踴躍遞件，申請案須已經找到外國的合作對象，其總部係位在外國或中國大陸、香港澳門，計畫活動一半以上須在臺灣執行等。

本(102)年度的徵件作業將從即日起至 9 月 30 日截止，計畫須為新提案，與本部簽約後展開，相關補助作業要點、英譯(不含申請表件)可至本部官網 www.moc.gov.tw 下載，亦可於上班時間向本部文化交流司(電話:02-3343-6323)及全球佈局辦公室(電話：02- 2321-0140)洽詢；電郵：rainbow@moc.gov.tw。

本部將辦理四場徵件說明會，時間地點如下：

第一場：中區

102 年 8 月 20 日(週二)下午 2 時 30 分(文化部文化資產局衡道堂)

第二場：南區

102 年 8 月 21 日(週三)下午 2 時 30 分(國立臺灣文學館演講廳)

第三場：東區

102 年 8 月 23 日(週五)下午 2 時 30 分(花蓮文創園區 19 棟小舞台)

第四場：北區

102年8月28日(週三)下午2時30分(文化部1F藝文空間)



The Rainbow Initiative

Funds for Collaborative Cultural Projects

Call for Proposals:

From grassroots culture to the world at large: showcasing multinational, multi-disciplinary creativity

Do you have an incredible idea for a creative cultural project that requires multinational cooperation and spans across multiple creative disciplines? Or perhaps you are a bit short of capital and cannot move forward with your visionary plan for the arts? Or do you have at your disposal a host of creative people who can help Taiwan's arts and cultural groups collaborate with foreign/mainland Chinese counterparts? If this sounds like your organization, then look no further than the Ministry of Culture's Rainbow Initiative, an international grant program designed to help make dreams come true.

Because culture is as diverse and multifaceted as the rainbow, the Ministry of Culture's Rainbow Initiative hopes to encourage multinational cooperation in content production, curation/event planning, research, conservation, maintenance, promotion and personnel/technical exchanges or training in the fields of the humanities, art, community development, cultural assets, handicrafts, comics and animation, film, television and pop music, or any cross-disciplinary combination of these fields.

This Initiative is aimed at strengthening cross-cultural dialogue and regional networking; it was created by the Ministry in the belief that multinational cultural collaboration would infuse the international cultural landscape with Taiwan's grassroots concepts and approaches, thereby increasing the global visibility of the nation's lively creative efforts and breakthroughs.

In the cultural and creative sector, there are many successful cases of international partnerships that are both groundbreaking and inspiring. Take the Italian city of Venice, for example; under its literary exchange program, authors from two different countries swap hometowns to experience a different lifestyle and urban culture, in which they combine literary efforts to produce a piece that can be appreciated by both cities upon debut. A

similar synergy can be achieved in the international publishing field. Publishing companies can strike a deal in exchanging, translating and distributing noted works to help foreign language writers reach a wider readership, such as in overseas magazines carrying special feature sections on the beauty of Taiwan. The legacy of a shared past is another opportunity for cultural collaboration, for nations such as Vietnam, Laos and Cambodia have come together to narrate the horrors of conflict and landmines that stem from the Vietnam War.

China, Japan and South Korea as well, have combined their efforts in seeking historical truths. A team of Chinese, Japanese and Korean experts are now combing through records and compiling their colonial experiences – from the perspectives of both the conqueror and the conquered. Last but not least, sometimes an honest passion for the arts may be more than sufficient grounds for collaboration. Such was the case of two European orchestras, respectively based in France and Germany, that switched conductors in a successful attempt to produce new music. The ensuing performances from their collaboration were well-received by both cultures.

Needless to say, many international cross-sector art projects have been initiated by Taiwanese artists themselves. In 2008, Taiwan's world-renowned Cloud Gate Dance Theatre worked with Cai Guo-qiang, a contemporary Chinese artist based in New York City, to produce "Wind • Shadow," a multimedia dance performance conceived as a fluid piece of installation art.

The crossover between visual and performing arts happened again in 2012, when Taipei-born fashion designer Johan Ku and Paris-based dance troupe Kafig Company unveiled "Yo Gee Ti." The dance production – whose Chinese title translates into "organism" – featured choreography that was taken to the next level by Ku's signature sculptural knitwear.

As part of the Ministry's community empowerment project, many neighborhoods in Taiwan have also begun to conduct outreach programs related to humanities and the arts. Not only have local communities pitched in to help the earthquake and disaster recovery efforts in China and Japan, Taiwanese groups have also helped to set up art programs in these regions.

In terms of cultural heritage and preservation efforts, local conservation groups have also achieved synergy through technical exchanges with international experts and leading heritage organizations. From music and entertainment to humanitarian aid and heritage preservation, international partnerships with a cultural scope are the focus of this initiative.

This program will subsidize plans for multinational and multi-disciplinary collaborative cultural projects. Applications for proposals seeking funding in amounts between NT\$3 million and NT\$10 million are welcomed. Take advantage of this single annual application period and send in your application! Please note that Applicants are required to find a foreign partner whose headquarters are located in another country or mainland China, Hong Kong and Macau, and that over half of all planned project activities need to take place in Taiwan.

Although the Ministry already has in place a number of measures to bolster international cultural exchanges, this program differs in that it seeks to stimulate multinational collaboration between organizations and institutions.

Submissions for 2013 will be accepted through Sept 30. Proposals must be new and projects may not begin until after a contract with the Ministry has been signed. Application forms may be downloaded from <http://english.moc.gov.tw/>. Questions may be directed to the Department of Cultural Exchanges at (886-2)2321-0140, or by email to rainbow@moc.gov.tw.

The Ministry will hold the following meetings in order to provide additional information concerning the program:

Taichung: Tuesday, August 20, 2013, at 2:30 PM at the Bureau of Heritage (No. 362, Sec. 3rd, Fuhsin Rd., Taichung City)

Tainan: Wednesday, August 21, 2013, at 2:30 PM at the National Museum of Taiwan Literature (No. 1 Zhongzheng Rd., Zhongxi District, Tainan)

Hualien: Friday, August 23, 2013, at 2:30 p.m. in the Hualien Cultural and Creative Industries Park (No.144, Zhonghua Rd., Hualien)

Taipei: Wednesday, August 28, 2013, at 2:30 PM in the Ministry of Culture(No. 30-1, Beiping E. Rd., Taipei)
