

BELIZE CULTURE FUND



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Celebrating our heritage,
INSPIRING OUR FUTURE.

About the Belize Culture Fund



What is the Belize Culture Fund?

The Belize Culture Fund (BCF) is a small-grants programme administered by the National Institute of Culture and History (NICH) under the Ministry of Education, Culture, Science, and Technology. It aims to protect and safeguard Belize's tangible and intangible cultural heritage and promote the growth of the expressive arts and creative industry.

Aligned with the Belize National Cultural Policy 2016-2026, the BCF offers micro-grants to support both new and ongoing projects initiated by individuals and community organisations. The application process consists of four priority areas corresponding to each division of NICH and a fifth priority area designated for innovative projects.

As part of the NICH@20 anniversary celebration under the theme "Celebrating our heritage, Inspiring our future," the fund is being relaunched. We eagerly anticipate receiving applications that contribute to the development of Belize's cultural heritage and cultural and creative industry.

The current cycle opens on December 5, 2023, with a submission deadline of December 22, 2024, for the Project Concept and a deadline of January 26, 2024, for the Full Application.

What is the source of the funds?

The Belize Culture Fund is financed through the consolidated revenue of the NICH, primarily generated from entrance ticket sales at Belize's archaeological sites. As a result, the availability of funds for future funding cycles can fluctuate depending on revenue streams.

In each funding cycle, the NICH strives to allocate \$30,000.00 for grant disbursement, intending to award approximately 10-12 grants during each cycle.



What are the priority areas for the current cycle?

- 1 Grant for the Safeguarding at Risk Living Heritage.** Belize's living heritage, including oral traditions, social practices, rituals, festive events, and ancestral knowledge, faces the risk of not being passed on to future generations. To address this, we offer a grant of up to \$3,000 to fund projects that preserve Belize's living heritage. We seek proposals for documentaries, training, workshops, mentorships, or after-school programmes that safeguard Belize's living heritage. We will fund one project that demonstrates the need for urgent intervention.
- 2 Grant for Creative Innovation.** The cultural and creative economy refers to a variety of sectors such as music, film, fashion, craft, and art where creative and intellectual property play a central role in economic growth and job creation. We seek to fund a single project, with a maximum grant amount of \$3,000.00 that showcases the potential to generate revenue and scale operations.
- 3 Grant for Digital Archaeology.** We are looking for innovative technology projects to help in the promotion of Belize's archaeological sites and artifacts. The proposal must be led by Belizeans (individuals or organisations) but a partnership with qualified international archaeologists and/or students is encouraged. We will fund one project of up to \$3,000, prioritising positive community impact and student impact.
- 4 Grant for Making Museums Vibrant.** There are many community-based museums in Belize that help to preserve and showcase Belize's culture and that could benefit from funds to help with conservation, marketing, digitisation, and small infrastructural upgrades. We will fund one project of up to \$3,000.00 for initiatives that demonstrate the ability to increase the visibility, access, and user experience of a museum.





5 **NICH Dynamic Grants.** We aim to fund six (6) projects of up to \$2,000.00 and one (1) project of up to \$4,000.00 in any of the following themes:

a. Initiatives that teach and transmit creative arts including visual (painting, sculpting, photography, literary (writing and publishing), performance (dance, drama, music), and audiovisual (film and animation) production.

b. Initiatives that focus on capacity-building, education, economic growth, and sustainable development in culture and history.

c. Initiatives that support the promotion and safeguarding of languages and traditional medicine.

d. Initiatives that support the professionalisation of creative artists and cultural workers.

e. Initiatives that contribute to the development and professionalisation of festivals.

f. Initiatives geared toward research and presentation on areas of study related to Belize's culture and history.

Eligibility

Who can apply for funding?

Belizean individuals and non-government and non-profit organisations are invited to apply to the Belize Culture Fund. An individual and organisation may only submit one application in each funding cycle.

Individual citizens that are eligible for this grant include any person who is a:

- musician
- singer
- researcher
- publisher
- author
- craft person
- filmmaker
- designer
- promoter
- artist

Organizations that are eligible for this grant are:

- national cultural organisations
- community-based cultural organizations
- art galleries
- community museums
- creative industry associations
- recording studios
- film production companies
- promotion companies

Criteria for Selection

What are the criteria for selection?

The purpose of establishing this criteria is to ensure transparency, fairness, and accountability in the selection process. The following criteria should be considered when submitting applications:

- I Alignment with Fund Objectives:**
 - The project should align with the specific objectives and focus areas of the micro-grant program stated in each funding cycle.
 - The significance of the project should be clearly stated in terms of the problem it is solving.
- II Innovation and Creativity:**
 - The project should showcase innovative approaches, creative ideas, or unique perspectives.
 - The project should encourage experimentation, artistic expression, or the exploration of new cultural forms and/or research.
- III Community Involvement:**
 - The project should actively involve and engage the local community or target audience in its planning, implementation, and/or outcomes.
 - The project should demonstrate a collaborative approach, fostering partnerships or collaborations with relevant cultural organizations, community groups, or artists.
- IV Impact:**
 - The project should have a positive impact on the community, fostering new cultural products, services, or understanding.
 - The project should demonstrate potential for lasting benefits beyond the grant period.
- V Feasibility:**
 - The project should demonstrate the capacity and resources to successfully execute the proposed activities.
 - The project should have a well-defined and realistic budget. Salaries will not be funded but small honorariums for experts are acceptable.
- VI Evaluation and Reporting:**
 - The project should describe how project results, lessons learned, or best practices will be shared with the wider community or relevant stakeholders.

How will projects be selected?

The grant application review process will take place in the following four stages.

I Project Concept Review Stage

Applications will be reviewed to ensure all requirements are met, including:

- Submission before the deadline.
- Completeness of the application.
- Alignment with the criteria and micro-grant requirements

II Full Application Review Stage

- Applications will be reviewed by the directors of each of NICH's divisions.
- Reviewers will assess applications based on the award criteria specified in this guide via an online interview and/or written application.
- After individual rankings, a panel discussion will be held to identify the top 10-12 project proposals for each relevant micro-grant.

III Final Review Stage

- The NICH Board of Directors will review the list of proposed projects for funding. The Board will have access to all applications to ensure maximum transparency. Where necessary, clarifications may be sought from the first reviewers and applicants. The Board will make the determination on the basis of the criteria set out in this guide.

IV Notification

- All applicants will be notified of the result of their application.
- Unsuccessful applicants are encouraged to re-apply.
- Due to the volume of applications, individual feedback on applications will not be provided.



Can I get help to complete the application?

To facilitate information sharing and address any inquiries, we have scheduled an online session to discuss the application process. Please note the following details:

Culture Fund Q&A Session

Thursday, December 14, 2023 Time: 3:00 pm - 5:00 pm

Register: <https://bit.ly/bcf-zoom-meeting>

Follow our National Institute of Culture and History (NICH) social media pages @nich.bz for live updates regarding the grant and other relevant information.

For any questions or concerns, please email us at culturefund@nichbelize.org.



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Application Form

The following are the due dates of proposals for the respective funding cycle for 2024.

Phase	Start Date	Due Date	Project Concept Pitch
Phase 1	December 5, 2023	December 22, 2023	Applicants must submit a video recording of their project concept.
Phase 2	January 8, 2024	January 26, 2024	Full Application Successful applicants from Phase 1 will be invited for an interview and/or submit their full application form.
Phase 3	March 1, 2024	October 31, 2024	Implementation For grant projects to be implemented for the period March to October 2024

Phase 1: Project Concept Pitch

The following information must be submitted along with the Project Concept Video Recording.

Name:

Organisation:

Project Title:

Email:

Phone Number:

Create a video with your project concept answering these questions.

1. What is your name and what organization are applying for, if any?
2. What is the project about?
3. What micro-grant are you applying for?
4. Why is the project needed? (What does it solve or who does it help?)
5. What projects have you completed in the past, if any? (What experience(s) make you a suitable candidate?)

The video must be between 3 to 5 minutes, no less than 480p in resolution and recorded in an environment in which the speaker is clearly visible and audible.

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Phase 2: Full Application Form

To be filled out by individuals or organisations that have successfully passed Phase 1 of the application process.

Conditions for Selected Projects

Proposals approved for the grant award must abide by the conditions below:

1. **Contract Agreement:** Project implementer(s) must sign a contract committing to the responsible execution of the project within a timeframe of six to eight months.
2. **Co-Funding Requirement:** Projects requesting partial funding must provide proof of co-funding and/or external funding sources.
3. **Monitoring by NICH:** Projects funded will be subject to monitoring by a representative from the National Institute of Culture and History.
4. **Acknowledgment of Funding:** Projects must acknowledge and mention the funding received from the National Institute of Culture and History in all communication, marketing, promotional activities, and associated products.
5. **Non-Guarantee of Subsequent Funding:** Funding for selected projects does not imply or guarantee future funding in subsequent cycles.
6. **End of Project Report:** Awardees are required to submit an End of Project Report, detailing outcomes, achievements, and financial transactions. Receipts and cash vouchers related to the project expenses should also be included.

Grantees must adhere to these conditions to ensure effective project implementation and reporting.

SECTION I: APPLICANT INFORMATION

1. Applicant's Name _____

Organisation's Name _____

2. Address _____

3. Contact Number _____ 4. Email _____

5. What is the name and contact of an alternate person that would be responsible for the project?

5a. Have you applied previously to the Belize Culture Fund?

Yes

No

5b. If yes, please state the project name and if you were awarded funds.

SECTION II: INDIVIDUAL/ORGANISATIONAL PROFILE

6. What previous experience or research have you done to demonstrate your ability to carry out the project?

13. Who will implement the project?

(Please attach the names of persons involved with the project and their roles. Eg. activity coordinator(s), other partners, and stakeholders/beneficiaries.)

SECTION IV: BUDGET AND FUNDING

14. How would the proposed project utilise the funds from this grant?

Please provide a budget estimate of your proposed project/activity. (Also include other sources of funding and include the financial value of your own in-kind contributions.)

15. What is your banking information?

Bank Name _____

Bank Address _____

Account Name _____

Account Number _____



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