



SHAPING BELIZE'S
CULTURAL FUTURE



BELIZE
**CULTURE
FUND**



N I C H
national institute of culture and history



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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 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.

The current cycle opens on 6 November 2024, with a submission deadline of 22 November 2024, for the Project Concept and a deadline of 3 January 2025, 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 Safeguarding Belize's Living Heritage Grant:** 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. We will provide up to \$5000 for One project that aims at carrying out workshops, mentorships, or after-school programmes whose objectives seek to transmit Belize's living heritage to future generations, especially young Belizeans. We encourage applicants to include elders or the experts of the tradition in the planning and transmission programs.
- 2 Children and Youth Arts Education Grant:** The Institute of Creative Arts (ICA) is committed to fostering creativity and cultural awareness among young Belizeans. We will fund one project for up to \$5,000.00 that will engage children and youth in artistic development and education, supporting the next generation of Belizean artists and the sustainable growth of the country's cultural industries. We seek proposals for after-school or summer programs across various creative disciplines (e.g., visual arts, music, dance, drama, literary arts, audio-visual arts), workshops, or apprenticeships. Proposals for rural communities with limited access to artistic opportunities are encouraged.
- 3 Cultural Conservation Initiatives Grant:** We will fund one project for up to \$5,000.00 that will focus on protecting and preserving cultural sites in Belize. Eligible activities include promoting cultural artworks and architecture, conducting digital archaeology and innovative research, implementing preventive conservation strategies, and offering educational programs like training sessions, lectures, and workshops. Applicants are encouraged to enhance conservation efforts and build partnerships, with an emphasis on promoting archaeological conservation, education, economic activity and support community building.
- 4 Making Museums Vibrant Grant:** Belize's community-based museums play a vital role in preserving and showcasing the country's rich culture. We are offering up to \$5,000 in funding for initiatives that enhance the museum experience through conservation, marketing, digitization, small infrastructural upgrades, and now, the development of curatorial research and exhibition design. This grant seeks to support projects that enrich visitor engagement, foster innovative exhibition practices, and contribute to the evolving role of museums in education, culture, and the arts.



About the Belize Culture Fund & Eligibility



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Dynamic Micro Grants. We aim to fund five (5) projects of up to \$2,000.00 in any area not listed as an institute priority in this round of applications. This micro-grant is expected to assist with existing programs or projects with co-funding.



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
- curators
- interior/exterior designers

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

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The above lists are not exhaustive. Any Belizean individual or organisation who demonstrates the ability to execute a project aligned with our priority areas is encouraged to apply.

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:



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.



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.



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.



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.



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.



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.



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



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.



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.



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.



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Application Timeline

The following are the due dates of proposals for the respective funding cycle for 2024 - 2025.

| | | | |
|---------|--------------------------------------|-------------------------------------|---|
| Phase 1 | Start Date 6 November 2024 | Due Date 22 November 2024 | Project Concept Pitch Applicants must submit a video recording of their project concept. |
| Phase 2 | 9 December 2024 | 3 January 2025 | Full Application Successful applicants from Phase 1 will be invited for an interview and/or submit their full application form. |
| Phase 3 | March 1, 2025 | October 31, 2025 | Implementation For grant projects to be implemented for the period March to October 2025 |

Application Form: Phase 1 Project Concept Pitch

The following information may be submitted along with the Project Concept Video Pitch. **Apply online:** <https://nichbelize.org/bcf-guide/>

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 5 to 8 minutes, no less than 480p in resolution, and recorded in an environment in which the speaker is visible and audible. Please email your submission is sent via WeTransfer to: culturefund@nichbelize.org.



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Phase 2: Full Application Form

Candidates selected from Phase 1 will be required to submit a full application and budget during Phase 2. The application form will be provided.

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.

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

Wednesday, 13 November 2024 Time: 3:00 pm - 5:00 pm

Register: <http://bit.ly/3UEMPGX>

Follow our National Institute of Culture and History (NICH) social media pages 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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