

## 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 100 萬至 1,000 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及認定方式尚無特別規定，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？**

提案必須是新提案及新創製，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 2017 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，或有未符合規定且可補正者，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 2015 年 12 月簽約，計畫最遲需於 2017 年 11 月底前完成。

**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](http://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？**

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。

**Q13：有關自籌款的籌措，是否有哪些應注意事項？**

依據本要點第 4 點第 6 款，同一或類似申請案必須非屬國家表演藝術中心委託製作或合辦之計畫，已獲得本部、本部附屬機關(構)、財團法人國家文化藝術基金會或國家表演藝術中心補助者，即不能再重複獲得補助。至於其他海內外公私單位均可成為提案單位尋求自籌款的對象。

**Q14：若申請者是臺灣的民間團體，但國外的合作對象是該國的公部門單位，如此可以申請補助嗎？**

本專案補助對象為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。國外合作單位則無限制。

**Q15：擬委託第三人提供具高度專業性勞務，第三人指的是？**

與執行本計畫直接相關之專業人力，因應計畫所需所聘用的關鍵角色，例如創意發想與特殊技術的人才，例如作家、藝術家、導演、動畫師、舞臺設計、文資修復師等。

**Q16：執行計畫過程中產生的收入，可以列入自籌款嗎？若收入扣掉支出後產生盈餘，需要繳回文化部嗎？**

計畫案需提交預估的收入與支出預算表，核銷時需明列執行計畫相關之實際收入與支出對照表。獲補助之計畫案與本部簽約期間所產生之各項收入(例如，國內外各公私單位對本計畫投入之補助、門票等營利收

入)，應於結案時明列清楚；依據「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」規定，受補助經費於結案時尚有結餘款，應按補助比例繳回。

**Q17：到國外執行計畫所產生的費用，例如臺灣的申請者給國外合作單位的經費可以核銷嗎？又如果計畫案的經費規模是 1,000 萬元，文化部補助 300 萬元，結案時要給文化部 1,000 萬元的或是 300 萬元的原始憑證？**

若與本部簽約時已列入預算表的人事費、旅運費等，且為執行本計畫的直接支出，同時亦是本部核定補助的經費項目，則可以納入核銷。惟簽約中明列由本部補助的經費項目，不論發生於國內或是國外，其原始支出憑證皆需繳回，並列入實際支出明細表。

**Q18：有關申請案附件第五項「重要證明文件」(三)經會計師簽證之前一年度財務報告，可否以其他文件替代？**

法人、民間團體與私立大專校院，請提出經會計師簽證之前一期財務報告，公立大專校院則不在此限。

本部設立多種補助要點，均有其政策目標及核心理念，從而發展並設計資源挹注的方式與門檻。茲因「跨域合創計畫」目標在激發國內民間團隊和國際機構之間的深度交流合作，除希望激發跨國合作對象相對挹注

資源，因提案規模亦有設定，故提案單位應具備財務管理的能力，可有效良好地運用補助資源。

本計畫接受提案以 24 個月的時間讓合作案發展並完成，因應此提案規模及執行期限的彈性，團隊宜具備相應提案規模的能力及團隊行政管理能力，並朝永續經營的方向來管理計畫、促進團隊發展。對於蓄勢待發的團隊，建議在專業的經營管理及跨域合作上可尋求聯盟合作，引進專業資源達成目標，此將對團隊永續經營的規劃、未來業務拓展及資源募集等有所助益。



# 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\$1 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 2015 deadline? Are applications for plans to be executed in 2017 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 September 30, 2015; no extensions will be granted. If, for example, a contract is signed in December 2015, the plan must be completed by November 2017.

**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](http://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.

**Q13: What are the guidelines concerning other sources of funding for my submitted proposal?**

A: As stipulated in Article 3 of the Guidelines and Procedures, when a project, or a similar one, has already received funding from the National Performing Arts Center, the National Culture and Arts Foundation, the Ministry or any of the Ministry's subordinate organizations, the project shall not be considered for the Rainbow Initiative.

Applicants are welcomed to seek other sources of funding from public and private entities from both Taiwan or abroad.

**Q14: Can I receive funding for a proposal that involves a Taiwan-based cultural group and the government agency of another country?**

A: Barring political parties and politically-affiliated groups, all domestic legal entities (including foundations), private groups (including organizations) and universities registered in accordance with domestic law are welcomed to apply during the designated application period. There are no such restrictions placed on the choice of your foreign partner.

**Q15: Could you elaborate on what constitutes as a third-party specialist?**

A: A third-party specialist should offer a specific skill set required to complete the project. Examples include creative professionals such as writers, performers, film directors, animation artists, stage designers, and heritage restoration experts.

**Q16: How will the revenue generated through the project be handled? Can it be counted towards the 50% funding independent of the Ministry's subsidies? If there are excess funds remaining after all expenses are deducted, should**

**they be returned to the Ministry?**

A: The project proposal should include 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. At the end of the project, you are required to provide a list of all actual expenditures and revenue incurred during the project's duration.

In accordance with domestic law, if excess funds remain after all expenses are deducted, they should be returned to the Ministry in proportion to the original subsidy received.

**Q17: If additional expenses incur while the project is conducted abroad, such as funding provided by the Taiwan-based entity to its foreign partner, will they be reimbursed by the Ministry? If the scale of the proposal required NT\$10 million and the Ministry subsidized NT\$3 million, should I provide the original documents and receipts for the NT\$10 million or the NT\$3 million?**

A: All projected expenditures (traveling expenses, salaries, etc.) listed in the approved proposal are eligible for reimbursement, regardless of whether they were incurred in Taiwan or abroad. Original documents and receipts are required to verify the proper use of the funding amount provided by the Ministry only; they should be submitted alongside a detailed invoice of actual payments and income.

**Q18: The application requires the submission of an income statement for the previous year that has been verified by a certified public accountant; can I use another document instead?**

A: An income statement for the previous year verified by a certified public accountant; public universities and educational institutes are exempt from this requirement.

An income statement serves as an important indicator of the applicant's financial management abilities, and the Ministry hopes to provide funding to projects and entities that are grounded on sustainable and transparent practices.