

NATIONAL ARTS COUNCIL

ARTS CREATION FUND
APPLICATION FORM (LITERARY ARTS)

- Incomplete forms will not be eligible. Please print clearly or type. No space in the form should be left blank. Insert 'NA' or 'NIL' where applicable. Please tick (✓) appropriate boxes or delete accordingly.
- Applications submitted by fax or email will not be accepted.
- Proposals submitted to the Council will be treated in the strictest confidence and only be reviewed and evaluated by the assessment panel. Where relevant, specific non-disclosure agreements will be carried out.
- Ineligible applicants :
 - i) Artists who have failed to submit project evaluation reports on the use of any previous grants received from NAC
 - ii) Student groups under the auspices of schools and tertiary institutions
 - iii) Arts Organisations

Date of Submission :		
(A) TYPE OF APPLICATION		
Discipline	Literary Arts	
Genre	<input type="checkbox"/> Fiction <input type="checkbox"/> Poetry	
(B) APPLICANT INFORMATION		
Name of <u>Individual</u> (as in NRIC) Mr / Mrs / Miss / Mdm / Dr *	NRIC	
	Nationality	
Address Postal Code	Date of Birth	Age
	Marital Status	Sex
	Occupation	
Name of Employer	Designation	
Address of Employer Postal code	Contact	
	(H) _____ (O) _____	
	(HP) _____ (Fax) _____	
	Email _____	

(C) DETAILED PROJECT DESCRIPTION

Project Title	Target Start and Completion Date
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Please describe your proposed project in **no more than 1000 words**. Your project description should cover the creation and post-creation stages. Ensure that your project plan addresses **the assessment criteria outlined in the application guidelines**.

Creation stage

- i) A statement of purpose outlining the objectives
- ii) Artistic concept or synopsis
- iii) Creation Process
 - Research, other activities and outcome
 - Work plan schedule outlining activities and key milestones
 - If your project requires you to travel, you have to explain the purpose of travel, provide us with an itinerary, with dates and expected outcome
- iv) Budget - Projected expenditure for the creation process
- v) A Curriculum Vitae of no more than three pages

Post-creation stage

- i) A plan including:
 - Presentation/Publication/Distribution strategy of your full-length work.
 - Publicity and marketing plan

(D) SUPPORT MATERIAL

- Maximum of three published books
 - Ten pages of the manuscript (for fiction) or five poems, from the proposed project
 - Additional printed materials, such as press reviews and promotional documents of past works as supplementary support material.
- Support material will not be returned to you.*

(E) BUDGET INFORMATION

Projected Total Expenditure for the creation process :	Amount Requested :								
<table border="1"><tr><td>Living expenses (up to 12 months)</td><td></td></tr><tr><td>Research costs</td><td></td></tr><tr><td>Others</td><td></td></tr><tr><td>Total</td><td></td></tr></table>	Living expenses (up to 12 months)		Research costs		Others		Total		
Living expenses (up to 12 months)									
Research costs									
Others									
Total									

(F) ENCLOSURE	
To ensure that your application gets a thorough and fair assessment, please submit the following documents.	
Detailed Description of the proposed project outlining the objectives, concept, creation process, timeline and milestones	<input type="checkbox"/>
Published books (if any)	<input type="checkbox"/>
Samples of manuscript/poems from the proposed project	<input type="checkbox"/>
Breakdown of the project's estimated expenditure	<input type="checkbox"/>
(G) DECLARATION	
I am a Singapore Citizen or have permanent resident status.	<input type="checkbox"/>
I have read the application guidelines and eligibility criteria for this programme and accept the conditions as outlined in the application guidelines.	<input type="checkbox"/>
I have already submitted all my feedback reports for previous National Arts Council grants. I understand that my application will not be eligible if any of my final reports have not been submitted.	<input type="checkbox"/>
I declare that the facts stated in this application and the supporting documents (if any) are true and correct to the best of my knowledge and that I have not suppressed any information wilfully. I understand that if I obtain the grant from the National Arts Council by providing false or misleading statements, the Council may, at its discretion, withdraw the grant and recover immediately any amount of the grant that may have been disbursed.	<input type="checkbox"/>
Signature of applicant _____ Date _____	

Please submit your application form and all support material to:

Manager/Literary Arts
 National Arts Council
 140 Hill Street
 #03-01 MICA Building
 Singapore 179369