

# Guidelines of Subsidizing Artistic Creation Display or Performance

Passed by the 164<sup>th</sup> Administrative Meeting on Jun.26<sup>th</sup>, 2019

I. National Taipei University of Education (hereinafter referred to as NTUE) stipulated these guidelines to encourage each unit to organize artistic creation display or performance.

## II. Application criteria

Any NTUE's department (and graduate schools, centers, and degree programs) or college serving as the organizer of an annual artistic creation display or performance (excluding master class and students' graduation display or performance)

## III. Principles to grant subsidies

- (1) Applicants, in principle, should have applied for subsidies from the Ministry of Education, Ministry of Science and Technology, Ministry of Culture or other external entities before. If the applicants have received full subsidy from an external entity, no subsidy would be granted to the applicants by NTUE.
- (2) One unit can only apply the subsidy for once every year.
- (3) If the applicants are also organizing an international seminar concurrently with the display or performance, the subsidy would only be granted to one event.

## IV. Application procedure

Each department must get application documents and supplementary data listed in Article VI ready two months before the display or performance. These documents shall be submitted to the Office of Research and Development no later than the end of January, April, August, and November.

## V. Criteria and items to receive subsidy

### (1) Criteria

#### 1. Domestic creation display or performance:

Minimum number of display or performance: one.

Minimum duration: 90 minutes if it is a musical performance; two days if it is a static display.

Maximum subsidy amount: NT\$50,000/ application

#### 2. International creation display or performance:

Minimum number of display or performance: one.

Minimum duration: 90 minutes if it is a musical performance; two days if it is a static display.

Minimum foreign artists co-displaying or co-performing at the same event: two, and must come from more than two different countries (excluding Hong Kong, Macau and mainland China).

Maximum subsidy amount:

NT\$100,000/ application, when there are at least two foreign artists coming from more than two different nationalities (excluding Hong Kong, Macau and Mainland China) co-displaying or co-performing at the same event.

NT\$200,000/ application, when there are at least four foreign artists coming from more than four different nationalities (excluding Hong Kong, Macau and Mainland China) co-displaying or co-performing at the same event.

(2) Items: administration fees will be subsidized, including on-site part-time workers, rental for the venue, materials, printing/ binding of publications, postal fees, attendance fees, transportation, meals, and so on.

## VI. Application documents

- (1) Application form
- (2) Proposal (including purpose, theme, agenda, preparation progress, expected effects of the display or performance. In addition to the above, a program must be included if it is a musical performance) and budget or financial plan.
- (3) Certificate or invitation of the artistic creation display or performance.
- (4) Information related to the artistic creation display or performance (including resumé of invitees, event posters or webpages).
- (5) Meeting minutes of department (or graduate school, center, degree program) and college meetings.
- (6) Certificate of receiving subsidies from other entities: applicants who have applied subsidies from other entities must submit related official documents. If the subsidy is granted, the applicants must also submit a budget allocation plan and approval letter, or budget approval list. If the subsidy is not granted, the applicants must submit a affidavit letter confirming not receiving external subsidies or an official letter confirming no subsidy has been granted.

## VII. Review procedure

The Office of Research and Development shall invite members of the Academic Development Committee and the Director of Accounting Office to review the content of the proposal.

## VIII. Sources of budget

The subsidy is supplied by related plans of the Ministry of Education and NTUE's budget allotted for subsidizing academic seminars. The subsidy amount is subject to the budget amount of the current year.

IX. If the subsidized items or event schedule must be changed due to actual circumstances, the unit receiving the subsidy shall notify related governing bodies through official letters and acquire approval from NTUE President in accordance with NTUE's internal administrative procedure before the event is completed. The change shall

happen no more than once.

- X. The unit granted with the subsidy shall submit electronic files (including result report, portfolio, event program) of the event to [acrd@tea.ntue.edu.tw](mailto:acrd@tea.ntue.edu.tw) for archiving purposes within one month after the event.
- XI. These guidelines are enacted after they are approved by the Administrative Meeting and verified by NTUE President.



