Attachment 1

**Proposal Outline for the SPOTLIGHT TAIWAN PROJECT**

1. Project Title
2. Organization

Please include the division and full title of the applying organization, together with a brief assessment of the outlook and history of the organization.

1. Applicant / Project Coordinator

Please include a brief CV, job title, phone number, and e-mail address.

1. Project Objectives
2. Project Content

Please provide detailed information of the planned events, collaborative partners, and focus of these events (such as theme, number of showings, target audience). Should the applicant wish to invite groups or individuals from Taiwan to headline the events, a guest list should be included in the proposal as well.

1. Timetable

Please provide a detailed schedule for implementing the proposed events, including dates and duration.

1. Marketing Plan

Please present a multi-channel regional approach (such as a dedicated webpage, print/digital/social campaign, media coverage, press release, interview arrangement, or press conference) for promoting the event(s).

1. Budget

Please provide a budget plan that states the estimated total expenditure, the amount and percentage of expenditure to be shared by each participating organization (including the amount requested from the Ministry), as well as other sources of funding (including from the Ministry’s affiliated organizations or cultural foundations).

1. Scale of Project

Please introduce all participating personnel and organizations and the significance of their contributions (such as venue, equipment, or administrative support).

1. Projected Results and Future Plans