



REGIONAL ARTS FUND - Guidance Material

INTRODUCTION

The Regional Arts Fund is an Australian Government program that supports sustainable cultural development in regional and remote communities in Australia. The program is managed by Regional Arts Australia and, in South Australia, by Country Arts SA.

The Regional Arts Fund is designed to benefit regional and remote arts practitioners, arts workers, audiences and communities. Activity in all art forms including, visual arts, theatre, dance, puppetry, creative writing, music, digital media, film, cross art form, crafts, textiles and cultural projects including recording and preservation of language and stories are eligible.

This guidance material is to assist applicants in applying for support under the program. Please read the following carefully.

MAKING AN APPLICATION

It is strongly recommended that all applicants discuss proposals with Country Arts SA's, Arts and Cultural Facilitators at least two weeks before a closing date and prior to lodging their application. This will offer the best chance of success from drawing on their vast knowledge and experience in this area.

Country Arts SA staff are located within various communities around South Australia and are happy to discuss how Country Arts SA can support projects or help emerging and professional artists to take the next step in their career. To locate your nearest Arts and Cultural Facilitator phone: 08 8723 8763 or visit: <https://www.countryarts.org.au/grants-funding/arts-and-cultural-facilitators/>

FUNDING CATEGORIES

Country Arts SA administers two funding programs within the Regional Arts Fund: Community Grants and Quick Response Grants.

Individuals and Community groups who are residents of regional South Australia are eligible to apply. The same eligibility will apply to both.

Funding is available on an annual basis only.

1. QUICK RESPONSE GRANTS

In **exceptional circumstances**, applications seeking **minor funding support** may be considered under quick response arrangements. Your project will only be considered under these arrangements if you would otherwise be disadvantaged by being ineligible for other forms of financial assistance or if there is a genuine reason why the application could not have been submitted to a normal funding round by the appropriate closing date (15 August or 15 March).

Funding can cover reasonable expenses associated with artists' fees, travel and accommodation and some project costs.

Individual – up to \$1,500

- Individual applicants can apply for a maximum of \$1,500 per grant with a maximum of \$2,500 per applicant over the four-year funding period 2016-2020; and
- This program provides support for professional development opportunities for individual artists and arts workers in regional South Australia. The program enables applicants to take advantage of an extraordinary professional arts opportunity that has presented itself at the last minute and needs to be responded to quickly.

Community – up to \$3,000

- Applicants can apply for a maximum of \$3,000 per grant with a maximum of \$6,000 per applicant over the four year funding period 2016 -2020; and
- This program provides support for small scale arts development initiatives for community groups or arts organisations in regional South Australia. The program enables organisations to take advantage of an extraordinary arts opportunity in, or for their local community that has presented itself at the last minute and needs to be responded to quickly.

CLOSING DATES

Quick Response applications can be lodged anytime between 2 - 8 weeks prior to the activity commencing. Applications are subject to the availability of funds. There is no closing date; however, the fund will be closed over the annual Christmas period.

2. COMMUNITY GRANTS – STEP UP & STEP OUT

Community Grants are intended to assist cultural development projects that meet the objectives and eligibility criteria of the Regional Arts Fund. Applications for assistance with professional artist fees, travel, accommodation and **some** project costs may be supported.

Step Up Grant – up to \$5,000

- This grant is to support artists, organisations and community groups to undertake **small cultural projects**, or to **develop a project** leading to a larger cultural project or for individual artists to undertake **professional development** opportunities.
- Those who have never applied to Country Arts SA or never undertaken an arts project are encouraged to apply to this category.

Step Out Grant – Individuals up to \$10,000

- This program is for individual artists or arts workers from regional South Australia who have identified a unique professional development opportunity.
- Professional Development can include mentorships, residencies, extended programs of professional skills development or support Community Arts and Cultural Development practice through an artist led initiative, including as part of a local festival or celebration.

Step Out Grant - Community up to \$25,000

- This program is for regional community groups or organisations to undertake creative arts projects in any artform that employ artists, and have a public outcome.
- The project should extend knowledge, participation or development of arts and culture and significantly engage the community in which the project is based.
- Projects that identify partnerships, have a broad regional impact, operate over longer timeframes, and with a significant opportunity for sustainable outcomes and with the attraction of non-arts money to the project are encouraged.

CLOSING DATES

- **15 August 2018** (for projects commencing from 1 January 2019)
- **15 March 2019** (for projects commencing from 1 July 2019)

WHO CAN APPLY

Individuals and Community groups who are residents of regional South Australia are eligible to apply.

- Applicants must be a permanent resident of regional or remote South Australia, residing in locations classified as MMM2 or above. Check how your town/district is classified here: http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/MMM_locator
- Groups and organisations must be legally incorporated and have an ABN or have an auspicing body prepared to administer the grant on their behalf.
- Individuals who apply to the Regional Arts Fund program **MUST** have an ABN **or** be auspiced by an organisation that has an ABN.

OBJECTIVES

The objectives of the fund are to support and promote participation in, and access to, Australia's arts and culture in regional and remote Australia by:

- Increasing employment and professional development opportunities for, and raise the profile of, regional and remote artists;
- Encouraging and supporting sustainable economic, social and cultural development in regional communities;
- Developing partnerships and networks which leverage financial and/or in-kind support for specific projects and encourage ongoing collaboration; and
- Developing audiences and broaden community engagement with the arts.

THE FOLLOWING ARE NOT ELIGIBLE FOR RAF FUNDING:

- Applicants who reside or are based in a major city or metropolitan location (MMM1);
- Projects which do not substantially align with and further the objectives of the Regional Arts Fund;
- Limited and Propriety Limited companies which are for-profit organisations are not eligible to apply;
- Administration and marketing costs of an organisation;
- Infrastructure projects involving the purchase of assets;
- A project or element of a project that is also receiving funding for the same costs from another funding program administered by the Australian Government;
- Requests solely for exhibition, publication, printing and performance costs;
- Touring projects that involve touring from major urban centres to regional communities;
- Projects that have commenced or have been completed will not be considered;
- Curriculum based activities in schools or courses of ongoing education and training in government or private institutions in Australia or overseas;
- Academic activity, including wages or course work that is required as part of any tertiary academic program;
- Costs of organising and running competitions, prizes, awards, or fundraising events; and
- Grant applications will not be considered if previous applications have not been acquitted from the Regional Arts Fund, or any other Australian Government funding program administered by the Department of Communications and the Arts. This includes Festivals Australia and Visions Australia.

APPLY ONLINE VIA SMARTYGRANTS

All applications are to be submitted online using the SmartyGrants system. Applicants who require support to access the online application process should contact an Arts and Cultural Facilitator.

HOW IS YOUR APPLICATION ASSESSED?

- **Quick Response** applications are assessed against the criteria by Country Arts SA grants management staff. Decisions are made and recipients notified within ten working days from the date the final application with supporting documentation is submitted.
- **Community Grants, both Step Up and Step Out** applications are assessed against the criteria by the Grants Assessment Panel, made up of peers from regional South Australia. The successful projects are then sent to the Department of Communications and the Arts for announcement by the Federal Minister for the Arts. It is not until the successful projects are announced by the Minister for the Arts that Country Arts SA is able to notify applicants of the assessment outcomes.

CRITERIA

Projects should:

- Provide opportunities for skills development and/or professional development outcomes;
- Demonstrate consultation with and involvement of the community in the creative process, direction and management of the project (applications from individuals to a lesser degree) and actively involve the community;
- Seek partnerships with key arts organisations, community groups, individuals, local government and others;
- Utilise a professional artist(s) experienced in a specific art form;
- Increase employment opportunities for experienced professional artists, as well as opportunities for 'emerging' regional artists to gain more experience, including as part of a residency. Applicants are encouraged to engage with and employ South Australian artists as a priority, or explain why a non- South Australian artist is more appropriate for the project;
- Include funding from other sources (Country Arts SA will not fund the whole project).

Ongoing or repeated funding will only be provided where longer term or further funding fulfils a compelling need to consolidate previous development and a time frame for the achievement of cultural sustainability has been identified. Such funding can be provided for a maximum of three years.

Applicants applying for professional development should:

- Detail how the opportunity will benefit their professional career;
- Provide evidence that negotiations have taken place with their chosen mentor or collaborating agency or residency host to satisfy the assessment panel the applicant is able to complete the project in the manner proposed; and
- Provide evidence of the applicant's relevant experience. This could include manuscripts, images of previous exhibitions or artworks, reviews and publications, video or audio of performances and other material.

Project budgets should:

- Not request RAF to cover the entire cost of the project. Applicants are required to contribute or source cash and or in-kind from others;

- Demonstrate that Artists are paid appropriately;
- Show a contribution from the applicant, either in-kind or cash;
- Reflect eligible costs, provide notes on where efficiencies have been gained and justify why costs are high. Project expenses should be realistic and clearly articulated. Some items, e.g. Interpreter/carers/guardians expenses or equipment to assist remote travel maybe expensive but elaborate how the investment increases the effectiveness of the project.

Applications will be assessed according to the degree to which the project:

- Aims to achieve high quality arts outcomes;
- Promotes excellence and innovation in arts and cultural activity;
- Aims to develop and expand community participation in and/or audiences for cultural activity;
- Shows evidence of adequate planning and capacity to manage the project;
- Provides evidence of consultation with, and support from, the community or partners;
- Demonstrates that contributions, either in-kind or cash, have been sought from other sources;
- Demonstrates how the project may result in long-term benefits;
- Demonstrates an engagement between artists and project partners or participants.

SUPPORT MATERIAL

Support material must include 1-2 page (max) curriculum vitae of the artist(s) to be employed or the individual applicant who is applying for professional development, and evidence of wide community support (letters of support).

Applications relating to Aboriginal or Torres Strait Islander artists, communities or culture must provide letters of support from appropriate Aboriginal or Torres Strait Islander elders, artists and/or communities.

Applications that include creative content and/or stated outcomes for culturally and linguistically diverse communities must provide letters of support from these communities.

PERSONAL INFORMATION

Personal information collected through the Regional Arts Fund is protected by the *Privacy Act 1988* (Cth).

Regional Arts Australia is also required to ensure that necessary permissions are obtained to allow funding to be announced publicly by the Australian Government (including the Minister and the Department), Members of Parliament, Regional Arts Australia and Country Arts SA, including by way of publication on the internet by any of those persons.

This will include, but may not be limited to, the applicant's name/organisation name, funded project description, funded amount, state/territory, location and electorate. This information may also be used for reporting and promotional purposes. By signing a Regional Arts Fund grant application you are also providing permission for this personal information to be used in this manner.

ACQUITTALS

Country Arts SA requires information regarding the outcomes and financials of the project. We recommend that applicants build an evaluation plan into the project. High quality digital photographs (minimum 300 dpi or ~ 1MB) or equivalent documentation of the project is required for acquittals to be accepted.

A grant application will not be considered if any previous application has not been acquitted.