

REGIONAL ARTS NSW – REGIONAL ARTS FUND – COMMUNITY GRANTS PROGRAM 2018 GUIDELINES

WHAT IS THE REGIONAL ARTS FUND?

The Regional Arts Fund is an Australian Government initiative that supports sustainable cultural development in regional and remote communities in Australia. The program is managed by Regional Arts Australia and Regional Arts NSW.

The Regional Arts Fund is designed to benefit regional and remote arts practitioners, arts workers, audiences and communities.

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:

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

WHAT IT WILL FUND

The Regional Arts Fund will only fund arts or cultural projects that are directed at achieving the objectives of the Program as specified above.

The arts or cultural focus of the project can include:

- Circus
- Crafts and textiles
- Cross art form
- Dance
- Digital media
- Film
- Literature
- Music
- Photography
- Puppetry
- Theatre
- Visual Arts

REGIONAL ARTS FUND (RAF) COMMUNITY GRANTS PROGRAM

RAF Community grants are intended to assist cultural development projects that meet the objectives and eligibility criteria of the Regional Arts Fund.

^a A major city or metropolitan location is defined by the Department which currently uses the Modified Monash Model to determine the classification of the location. Under the Modified Monash Model, Regional Arts Fund funding cannot principally benefit a location classified as MMM Classification 1. This model is currently available at

http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/MMM_locator



It is an annual grants program administered in NSW by Regional Arts NSW (RANSW) on behalf of the Australian Government and guided by the RAF objectives above.

Projects must be based or delivered in regional NSW. (See foot note)

Grants are available in three categories:

- New Initiatives
- Partnerships
- Small Regional Festivals Support (**closed for the 2018 round**)

New Initiatives or Partnerships applications seeking more than \$20,000 in funding must be discussed with the Funding Manager at RANSW, by phone 02 9270 2505 or email funding@regionalartsnsw.com.au.

Applicants may apply for artists' or art workers' fees, on costs and project costs.

In exceptional circumstances RAF may support the entire cost of a project however, proposals with support (both cash and in-kind) from other sources are likely to be more successful.

Multi-year funding

Funding is available for projects with a timeframe up to (but no longer than) 2 years. Projects requesting 2 year funding must demonstrate that longer-term or extended funding is necessary to consolidate previous development and achieve cultural sustainability. A plan and separate budget for each year must be provided.

Applicants must indicate on the application form the timeframe in which they expect the project to be completed and must commence between 1 January 2018 and 31 December 2018.

Approval for funding will be on an annual basis and 2 year projects will need to submit a satisfactory annual progress reports before funds for the subsequent year are released.

They do not need to re-submit a formal application.

Applicants who wish to apply for 2 year funding need to discuss their project with staff at RANSW.

ELIGIBILITY - WHO CAN APPLY?

- A not for profit incorporated body
- A local government authority
- A collective with a nominated auspicng body (see FAQs below)

Who is not eligible to apply?

- Individuals
- Interstate organisations
- Metropolitan touring programs
- Groups/ensembles, unincorporated associations with no auspicng body
- Organisations that have applied for or received funding for the same activity
- Organisations that have overdue reports or acquittals for any funding programs administered by RANSW
- Educational institutions
- Organisations without Broadform Liability or 'Public Liability' Insurance



COMMUNITY GRANTS CATEGORIES

New Initiatives

This category assists groups to undertake projects that:

- Extend knowledge, participation and/or development of arts and culture within communities;
- Address cultural themes or issues of significance in local communities;
- Are initiated by and with the community;
- Provide opportunities for collaboration and skills development of locally based arts workers; and
- Meet the objectives of the RAF;

Arts projects initiated by non-arts groups and organisations are encouraged. Applications must provide evidence of wider support for the proposed project.

Partnerships

This category assists groups to undertake projects that:

- Assist in the development of sustainable cultural networks;
- Promote partnerships that support community and cultural exchange;
- Have long-term arts and community cultural development outcomes for communities;
- Are initiated by and with the community; and
- Meet the objectives of the RAF.

Partnerships can be with the non-arts sectors and specific target groups either within communities, between towns, within regions or across the state.

Each partner must fulfil the eligibility criteria. It is expected that each partner will actively contribute to the project through skills, financial and/or in-kind assistance. Priority will be given to projects that identify and create new partnerships and projects in which the partnerships are important in promoting sustainability.

Small Regional Festivals Support (CLOSED FOR THE 2018 ROUND)

This category assists small regional festivals to transition from a solely volunteer run event to a more professional footing through the employment of a professional arts worker to assist to program and coordinate the event. Funding of up to \$10,000 per annum for a maximum two years is available

As all funds for this 2 year program were expended in 2017, applications for Small Regional Festival Support will open again in the 2019 round.



RAF Community Grants will not fund

- A project principally benefitting a major city or metropolitan location.^b
- Projects that will commence before funding is approved.
- Components of projects that are also funded by other programs administered by the Australian Government or other state and local government agencies.
- Projects which do not substantially align with and further the objectives of the Regional Arts Fund.
- Ongoing core administration costs of the applicant organisation.
- Infrastructure projects (e.g. building purchase, renovation or maintenance) and projects involving purchase of significant assets (e.g. computers).
- Heritage activities (e.g. conservation of or signage at heritage buildings or sites)
- Collecting institutions except for creative arts projects that meet the program objectives.
- Touring projects from major urban centres to regional communities.
- International travel costs.
- Competitions, prizes, awards or fundraising events.

CLOSING DATE

Application close 5.00pm AEST Thursday 10 August, 2017 for projects commencing after 1 January 2018 and completed by 31 December 2018.

ASSESSMENT CRITERIA

Each application will be assessed against the following criteria:

- Development of arts and cultural activities in regional communities
- Skills development opportunities for individuals and organisations in regional Australia
- Promoting networks and/or partnerships that support community and cultural exchange and activities
- Increasing employment and professional development opportunities for regional artists / arts workers /cultural workers
- Economic and/or social development benefits within regional communities
- Engagement with Aboriginal, isolated or disadvantaged communities
- Evidence of adequate planning (achievable and realistic)
- Capacity to manage the project (financially viable, sufficient resources, history of project management)
- Evidence of local consultation to meet a need for the project in this particular community/communities
- Aims to achieve high quality artistic output (if project related to specific artistic practice)
- Has long-term benefit or capacity to leverage sustainable activity

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PROCESS

To apply to the 2018 RAF round applicants must complete and submit an application form by following the links provided on the RANSW website. Applications are managed through Regional Arts Australia's secure online grants system – SmartyGrants. Applicants who are new to SmartyGrants will be required to create a SmartyGrants account before they can proceed with their application. Applicants who have previously submitted an application using SmartyGrants can use their existing log in. Application forms should be saved on a regular basis and plenty of time should be allowed to review applications before submission.

All applications must be submitted on the **RANSW Regional Arts Fund (RAF) 2018 Application Form** in SmartyGrants by **5.00pm AEST Thursday 10 August 2017**.

Applications will not be able to be submitted after that time.

Once an application is received and has been deemed eligible, it will be assessed, rated and prioritised by the RANSW Regional Arts Fund Assessment Panel. The panel's decisions are then forwarded to the Department of Communications and the Arts to be submitted to the Minister for the Arts who will announce the successful grant recipients.

After the Minister has made the announcement, both successful and unsuccessful applicants will be notified by email. Successful applicants will be required to sign a funding agreement and submit an Invoice online through SmartyGrants. Acquittal forms must also be submitted using SmartyGrants and will be due no later than 3 months after the completion of the project.

CHECK LIST

- All support material must be relevant to the project and submitted with the application form
- All applicants (or their auspicing body) are required to provide the most recent financial reports for your organisation, preferably the latest audited financial statements
- Applications must have a current certificate of currency for Broadform Liability or 'Public Liability' Insurance
- Confirmation letters from all artists involved in the project are required
- Projects that involve working with children and young people as participants must supply current Working With Children Check Numbers
- Applications with creative content and/or stated intended outcomes relating to Aboriginal or Torres Strait Islander artists, communities or their activities must provide letters of support from relevant Aboriginal or Torres Strait Islander artists and/or communities
- Applicants should consider the accessibility of their events, organisations or information to people with a disability

What is an auspicing body?

Groups that are not incorporated, or individuals without an ABN can still apply for a grant if they have an auspicing body. An auspicing body is a legally constituted organisation that will take legal and financial responsibility for a grant if awarded. A signed letter from the auspicing body will be required. If a grant is awarded, the auspicing body must also sign the Conditions for Payment of Grant form and is responsible for reporting on the grant within three months of the project's completion. All correspondence and monies will be directed to the auspicing body. It is recommended that grant applicants enter into a written agreement with their nominated auspicing body highlighting respective rights and responsibilities.



PRIVACY

Regional Arts Australia and RANSW must deal with personal information in accordance with the *Privacy Act 1988*. 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 RANSW, 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 purposes.