

REGIONAL ARTS PARTNERSHIPS

Program Guidelines

Available for projects that identify significant partnerships, have a broad regional impact, operate over longer timeframes, and with a significant opportunity for sustainable outcomes and the attraction of non arts money to the Regional Partnership project. The potentially higher level of financial support in this program depends on the regional scope and impact of the project partners' collaboration and project outcomes, as well as the project's duration and potential for sustainability.

The aim of this category is to encourage communities to establish regional partnerships between arts and non-arts organisations, industries, and sectors e.g. local government, aboriginal, multicultural, environment, health, employment, aged or youth sectors, regional or community development organisations. This category also encourages applications for arts projects involving multiple art forms, new technologies, new models of participation, or a number of different communities (geographically or culturally).

Projects that involve more than one community or region or a partnership between a major arts organisation or industry and a local community may apply for support over a two year period providing the maximum amount requested is not more than \$40,000 within those two years.

Applications to the Regional Arts Partnerships Program are only eligible for funding after consultation with a Country Arts SA Arts Development Manager.

Regional Arts Partnership projects should aim to:

- increase local resources and ongoing support for the arts in communities (especially non arts sources).
- encourage other regional partner organisations to incorporate cultural development into their core activities
- encourage new and existing arts organisations to work collaboratively to increase opportunities for country people to manage, participate in and experience high quality significant arts project outcomes.
- encourage the development of significant community cultural development projects
- increase employment opportunities for experienced professional artists, as well as opportunities for 'emerging' country artists to gain more experience.

The program will fund a proportion of the total costs including artist's fees, travel, allowances, freight, materials, publicity, and reasonable administrative costs. **Applicants must demonstrate that at least 50% of the total project costs** are funded from the other sources.

The balance of project costs are to be funded by other new and existing sources and a contribution from the applicant, financially and in-kind. Funds will be only be released when other funding sources for the project have been confirmed.

Support material should include a 1-2 page (max) curriculum vitae of any artist(s) to be employed on the project.

It is anticipated that successful grants from this program will range from \$5,000 TO \$40,000 with an average grant of around \$12,000 TO \$20,000.

Applications relating to Aboriginal or Torres Strait Islander artists, communities or culture must provide letters of support from relevant Aboriginal or Torres Strait Islander 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.

Country Arts SA staff are available to provide advice and support. Contact details for your closest regional arts officer are available at www.countryarts.org.au or phone: 08 8444 0400

Your application will be assessed against the following criteria:

- Artistic Merit and Innovation
- Calibre of the artists and/or facilitators with artistic and cultural development skills appropriate to the project
- That the project has adequate resources and support (at least 50% of total expenditure is from other sources) and is well planned
- Evidence of community ownership and involvement in the planning, management, development and implementation of the project
- Evidence of the development of new or redefined partnerships and resources for arts and cultural development in the community
- Appropriate strategies for promotion and acknowledgement of Country Arts SA and the Australian Government through the Regional Arts Fund

How is your application assessed?

Applications for assistance are assessed by the Grants Assessment Panel made up of peers from regional South Australia. They assess all applications against the detailed criteria for each program.

Applications are assessed in a competitive environment and applicants should address the relevant criteria (available on the front of each application form).

Project Consultation

Intending applicants are encouraged to discuss proposals with their regional Arts Development Manager at least twelve weeks before a closing date prior to making an application.

March 15 (projects commencing from July 1)

August 15 (for projects commencing from January 1 the following year)

Your Arts Manager can:

- provide you with more detailed information about the funding program most appropriate for your project
- assist with project development and coordination advice
- provide advice about appropriate artists
- provide advice about other possible funding sources available for your project
- suggest ways of documenting and evaluating your project's progress and outcomes.

MAKING AN APPLICATION

Applicants should contact your relevant Arts Development Manager to discuss your proposal before applying.

Your application (preferably typed or clearly printed in black ink) must be forwarded on the appropriate form.

Application forms are available from your Arts Manager or can be accessed from the Country Arts SA website www.countryarts.org.au

Grant applications will not be considered if previous applications have not been acquitted.

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| Country Arts SA staff are available to provide advice and support. Contact details for your closest regional arts officer are available at www.countryarts.org.au or phone: 08 8444 0400 |
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GENERAL APPLICANT INFORMATION

ELIGIBILITY

You are eligible to apply to Country Arts SA if you meet the following criteria:

- Applicants need only be a group of people with a common interest.
- Groups should either be legally incorporated or have an auspicing body prepared to administer the grant on their behalf.
- Individual artists are only eligible to apply for funding under the Regional Arts Fund Opportunities for Regional Artists Category 1 and Category 2, the Regional Arts Fund Quick Response Grants, or Arts Development Skills Development Program.
- Schools may only apply if they propose to facilitate the involvement of the wider community as direct participants in an arts project. Proposals should be developmental, involve an artist or artists of professional standard, and should not be part of the school curriculum or school based extra curricula activities.
- Applicants should note that festivals or festival organisations in receipt of, or applying for, Festivals Australia funding will only be eligible to apply to the Regional Arts Fund for a different project within the same festival. Ongoing or repeated funding for particular organisations or festivals will only be provided where longer term or further funding fulfils a compelling need to consolidate previous development and a timeframe for the achievement of cultural sustainability has been identified. Such funding can be provided for a maximum of three years.

The following activities are not eligible for funding:

- Under the guidelines of the Regional Arts Fund, applications from collecting institutions for collection development, maintenance, conservation and interpretation will not be eligible. Galleries and museums are, however, encouraged to apply for projects which are not collection based and which fall within the program guidelines.
- Fundraising projects are not eligible.
- Performing arts touring projects are only eligible under the Shows on the Road Program.
- Administration costs and infrastructure projects, including buildings and all capital works are not eligible.
- Applications for projects that have already occurred or commenced will not be considered.
- Certificate, degree, or courses of ongoing study in government or private institutions in Australia or overseas, academic activity, including wages or course work that is required as part of any academic program.
- The core costs of organising and running a competition, prize, award, exhibition or fundraising event (for example, judges expenses, administration and infrastructure costs).
- Annual program funding or the core costs of running an organisation are not eligible for funding.

Please address the criteria listed and ensure that you are eligible to apply to Country Arts SA or your application may not be considered.

How is your application assessed?

Applications for assistance are assessed by the Grants Assessment Panel made up of peers from regional South Australia. They assess all applications against the detailed criteria for each program.

Applications are assessed in a competitive environment and applicants should address the relevant criteria (available on the front of each application form) and also discuss their application with their regional Arts Development Manager at least twelve weeks before the closing date.

March 15 for projects commencing from July 1

August 15 for projects commencing from January 1 the following year



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Australian Government
Regional Arts Fund

REGIONAL PARTNERSHIPS

Application Form

Please read the Partnerships and Collaborations Program Guidelines before making an application. Your application should be discussed with your regional Arts Development Manager at least twelve weeks before the deadline. Complete application in black ink (preferably typed)

Name of Proposal:

Name of Applicant Organisation:

Address:

Town: **State:** **Postcode:**

Telephone: BH: **AH:** **Mobile:**

Facsimile:

Email address:

Website:

Contact Person for this application:

Title: (e.g. Mr/Mrs/Ms/Dr):

First Name:

Surname:

Contact's Position in the Organisation (if applicable):

Type of Organisation (if applicable):

Number of members (if applicable):

Is the Organisation Incorporated (if applicable): Yes No

Australian Business Number (ABN):

Are you registered for the GST: Yes No

If not incorporated, name of Auspicing Body:

(If you are using an auspicing body you will need to fill in page 3 – Notes on Auspicing Body. Please note that if your application is successful Country Arts SA will pay the grant to the nominated auspicing body.)

Name of consulting Arts Development Manager:

GRANT AMOUNT REQUESTED:

Which round are you applying for? March 15 August 15

Summary of Project Description (no more than 25 words):

Venue / Township in which the project will occur:

Venue / Township in which the applicant resides:

Local Government Area of the Applicant:

State Electorate of the Applicant:

Federal Electorate of the Applicant:

Proposed date(s) of project:

Start:

Finish:

Please tick artform(s) involved in the project and underline the artform you believe to be the main artform:

| | | | | | |
|-------------|--------------------------|------------------------|--------------------------|-------------|--------------------------|
| visual arts | <input type="checkbox"/> | craft | <input type="checkbox"/> | design | <input type="checkbox"/> |
| dance | <input type="checkbox"/> | theatre | <input type="checkbox"/> | music | <input type="checkbox"/> |
| literature | <input type="checkbox"/> | new-media | <input type="checkbox"/> | screen arts | <input type="checkbox"/> |
| photography | <input type="checkbox"/> | Other (please specify) | | | <input type="checkbox"/> |

Will any of the following sectors of the community specifically benefit from the project? If yes, please tick the appropriate sector(s) and underline the sector you believe will be the main beneficiary:

| | | | | | |
|--------------------|--------------------------|---------------------------------------|--------------------------|----------|--------------------------|
| children 0-12 | <input type="checkbox"/> | youth 13-26 | <input type="checkbox"/> | elderly | <input type="checkbox"/> |
| males | <input type="checkbox"/> | females | <input type="checkbox"/> | disabled | <input type="checkbox"/> |
| Indigenous | <input type="checkbox"/> | culturally and linguistically diverse | | | <input type="checkbox"/> |
| general population | <input type="checkbox"/> | Other (please specify) | | | <input type="checkbox"/> |

Estimated number of participants:

Estimated No of Audience Members:

How many artists will be involved?

Paid:

Unpaid:

Name of Artist(s) to be paid, and their area of expertise: (Please include C.Vs – 1-2 pages max)

| ARTIST NAME | AREA OF EXPERTISE |
|-------------|-------------------|
| | |
| | |
| | |

Does the activity (at any stage) involve working with children and young people aged under 18 years? Yes No

If yes, have you read, and do you agree to comply with Arts SA *Protocols for working with children in art*? Yes No

Protocols can be downloaded from www.countryarts.org.au under assistance and funding

What other strategic partner(s) will be involved in the Project? Please list

| TYPE | NAME OF PARTNER | SHORT OR LONG TERM |
|------------------------------------|-----------------|--------------------|
| State Government | | |
| Federal Government | | |
| Local Government | | |
| Not for Profit e.g. Salvation Army | | |
| Private Sector e.g. businesses | | |
| Cultural e.g. a local gallery | | |
| Community e.g. a service club | | |
| Social Services e.g. health, youth | | |

Please indicate if you have applied for funding from other programs for this **project** and whether this funding has been approved. These amounts must be the same as in your budget:

| Other Funding Source | Amount | Approved |
|--|--------|--|
| <input type="checkbox"/> State Government funds | \$0.00 | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <input type="checkbox"/> Festivals Australia funding for this project? | \$0.00 | <input type="checkbox"/> YES <input type="checkbox"/> NO |
| <input type="checkbox"/> Other Australian Government funding for this project? If yes please specify which program: | \$0.00 | <input type="checkbox"/> YES <input type="checkbox"/> NO |

Note: You cannot receive funding from Festivals Australia for the same project costs.

NOTES FOR AUSPICING BODIES

Applicant groups should either be legally incorporated or have an auspicings body prepared to administer the grant on their behalf.

An auspicings body agrees to manage any funding received on behalf of the applicant.

This may include:

- reading, understanding and counter signing the application before it is submitted
- receiving and banking the funds if the application is successful
- liaising with the applicant about the budget for the project
- meeting with the applicant during the project to review the budget
- paying all accounts as agreed with the applicant
- ensuring accurate and appropriate financial documentation is received e.g. tax invoices, statements of supply etc.
- advising the applicant of any variation to the original budget as the project progresses
- providing a financial reconciliation to the applicant at the conclusion of the project.

PLEASE PROVIDE THE FOLLOWING INFORMATION:

Name of Auspicings Body:

Address:

Town:

State:

Postcode:

Telephone: BH

AH:

Mobile:

Facsimile:

Email address:

Contact Name for the Auspicings Body: Title: (e.g. Mr/Mrs/Ms/Dr)

First Name:

Surname:

Contact's Position in the Auspicings Body:

Auspiciens Body's Australian Business Number (ABN):

Are you registered for the GST: Yes No

Has the Auspicings Body been provided with a copy of the application: Yes No

APPLICATION FORM

1. Full description of the proposal

2. Aims and anticipated outcomes of the project. These should include short and long term aims and outcomes.

3. Is the project innovative and does it involve the creation of new, original work? (e.g. multiple artforms, cross cultural work, targeting new audiences, new technologies or different communities).

4. Duration of the project

5. How does the project respond to local community needs and interest?

6. How are the local community involved in the planning, management and development of the project?

7. How will the project encourage long term arts and community cultural development?

8. How will the proposed partners benefit from their involvement?

9. Will the project develop new opportunities for financial and other support for community cultural development?

10. Brief summary of advertising/promotional plan

11. What evaluation tools and documentation methods will you use to evaluate your project?

12. You must acknowledge Country Arts SA and the Australian Government through the Regional Arts Fund if your application is successful. How will you do this?

13. Who will take ownership and responsibility for ongoing maintenance of any product resulting from this project. Who will own copyright to the works produced?

14. Other financial assistance received or being sought (this includes private sector support, local government, state or federal funding sources)

| Support From: (list where it's coming from) | \$Cash Support | In Kind Support | Confirmed? | New or traditional funding source |
|---|----------------|-----------------|------------|-----------------------------------|
| Volunteer hours @ \$20.00 per hour | | | | |
| State Government | | | | |
| Federal Government | | | | |
| Local Government | | | | |
| Local Business | | | | |
| Sponsorship | | | | |
| Community Organisation | | | | |

15. Present bank balance (please attach a copy of your last audited annual report if you are an incorporated body. Do not attach an auspicing body's annual report)

| | |
|--------------------|----|
| Operating accounts | \$ |
| Invested capital | \$ |
| Total | \$ |

16. How will the project proceed if total grant funds are not forthcoming?

17. Please list attachments you are providing to support this application.

NOTES TO THE BUDGET - Please provide a detailed breakdown of the income and expenditure items in your budget.

INCOME

EARNED INCOME - E.g. no of ticket sales x price per ticket, no of participants x workshop fee, breakdown of other sales

SPONSORSHIP AND OTHER INCOME - E.g. who are your sponsors/partners and how much are they giving you?

IN KIND SUPPORT - List the in kind support you are providing and the in kind support that others are providing

EXPENDITURE

ARTIST COSTS - List the artists you will use, how much they are being paid on a daily basis and how many days they will be working. Also list any living allowance you are paying them.

TRAVEL COSTS - E.g. fares you have booked, kilometres x how much per kilometre and break down accommodation by bed nights and cost per night

PROJECT COSTS - Describe the materials you are using, the venue charges, equipment hire and any other project costs

ANY OTHER COSTS

* attach Country Arts SA Budget Page to this form – EXCEL document



Australian Government
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APPLICANT'S AGREEMENT

I have read and agree to abide by the General Applicant Information and Regional Arts Partnerships Program Guidelines should this application be successful.

APPLICANT'S SIGNATURE: _____

APPLICANT'S NAME: _____

DATE: _____

AUSPICING BODY SIGNATURE: _____

SIGNATORY'S POSITION (if applicable): _____

SIGNATORY'S NAME (if applicable): _____

DATE: _____

Send your original signed application to:

**Grants Administration Officer
Country Arts SA
2 McLaren Parade
Port Adelaide SA 5015**

Applicant Checklist

1. Has **General Application Information** including **Eligibility** criteria been read and accurately met?
2. Have **Program Guidelines** been addressed in the application?
3. Has your Project been **discussed or developed** with your Arts Officer prior to submission?
4. Are the **artists** involved:
 - fully aware of, and agreeable to, the project?
 - available and committed to their role in the project?
 - providing a letter outlining their commitment and the work program to be undertaken for professional development applications
5. Have 1-2 pages (max) curriculum vitae been provided by all artists?
6. If you are **working with children** have you read, and do you agree to comply with Arts SA *Protocols for working with children in art*?
7. Have **all application form questions** been answered, in full?
Incomplete applications will not be accepted.
8. Have all **budget details** been accurately outlined in full?
9. Have you attached the Country Arts SA excel Budget page to your application?
10. Has only relevant or requested **supportive material** been included, and been kept to a minimum? (*Recommended: no more than 6 A4 pages*)
11. If your organisation has nominated an **auspicing body** have they **signed and received a copy** of the application form, and are they aware of their responsibilities?
12. Have you kept a **photocopy** of the application for your reference?

Applications that are not submitted to Country Arts SA by the published closing date cannot be considered until the next funding round.