



Arts Development Programs are supported by the Government of South Australia through Arts SA.

SHOWS ON THE ROAD PROGRAM and GUARANTEE AGAINST LOSS FUND

The South Australian Government established Country Arts SA in January 1993 with a broad mandate to develop the arts in country South Australia.

Country Arts SA is aware that regional communities often find it difficult to either attract or afford touring performances and likewise many professional performing arts companies have difficulty in organizing a suitable touring circuit through smaller centers in regional South Australia.

As part of Country Arts SA's commitment to providing access to the arts to all South Australians, it offers assistance through its Shows on the Road program.

Country Arts SA will also introduce presenter groups to the newly formed peak body Circuit SA which will allow them access to a greater network of performances and potential touring options.

Through the Shows on the Road program Country Arts SA is able to support regional communities by providing them with access to professional touring shows.

This is done in two ways

- by offering select subsidised touring performances as part of Country Arts SA's Shows on the Road Season. Country Arts SA aims to work closely with established presenter groups, exploring audience development strategies and presenter group sustainability by offering shows aimed at different types of audiences in their region.
- by way of a Guarantee Against Loss funding system for performances presented independently by approved Shows on the Road Presenter Groups

How does the Shows on the Road program work?

Country Arts SA seeks expressions of interest from newly established presenter groups who are interested in participating in the Shows on the Road program. Applications to participate in this program will be assessed by Country Arts SA and need to meet the suitable eligibility criteria.

Registering groups need to be formally incorporated not-for-profit community based organizations, e.g. Service Clubs, Arts Councils, Youth Clubs etc. In some cases Country Arts SA will accept non-incorporated groups who have access to an auspicing body who can administer the funds on their behalf e.g. local council.

Applications to become a registered Shows on the Road presenter group and participate in the Shows on the Road program are assessed by Country Arts SA's Executive Producer.

Once a Shows on the Road Presenter Group is registered it can access performances through the Shows on the Road program by:

- registering interest in an annual offering of subsidised touring performances provided by Country Arts SA – the Shows on the Road Season.
- and/or by applying for a Shows on the Road Guarantee Against Loss to present performances sourced independently of the subsidised Shows on the Road Season. Funding under this program is only available for professional visiting productions or performers from outside the local community. Guarantee Against Loss applications must be submitted at least 6 weeks prior to the proposed performance.

Information about subsidised Shows on the Road Season performances, can be found on the Country Arts SA website under Shows on the Road - www.countryarts.org.au OR from your nearest Regional Arts Officer OR from Country Arts SA's Performing Arts Unit ph 08 8444 0400.

What is required of Shows on the Road Presenter Groups?

Groups must be committed to organising and presenting performances in their community.

This involves:

- being formally incorporated or be a company limited by guarantee (groups not incorporated are still eligible to apply if an appropriate incorporated body is prepared to administer funds on their behalf). This is to ensure proper public accountability and protection for group members by limiting their personal liability, and ensures the group has legal autonomy to enable it to enter into agreements
- participating in training and development seminars and Country Arts SA sponsored showcases and meetings as required
- having demonstrable community support and an ability to represent the interests of their broader community.
- being financially viable

For **Shows on the Road Season** performances this **also** involves:

- selection, booking and setting up appropriate venues
- artist liaison and hospitality
- entering into formal agreements with Country Arts SA, the artist, agent or production companies (whichever is appropriate)
- dissemination of publicity materials and assistance with other marketing initiatives to encourage good attendance, and organising a local ticket outlet for ticket pre-sales
- management of performance, box office and front-of-house.
- ensuring all the conditions, evaluation and reporting requirements are met for all performances supported by Country Arts SA within 4 weeks after the performance.

For performances supported by **Guarantee Against Loss** funding this **also** involves:

- taking financial responsibility for self-entrepreneuried performances including paying artists fees and touring costs
- marketing each performance - advertising, publicity, promotion, and ticket production and sales
- selection, booking, hiring and setting up of an appropriate venue for the performance
- artist liaison and hospitality
- entering into formal agreements with Country Arts SA, the artist, agent or production companies (whichever is appropriate)
- ensuring all the conditions, evaluation and reporting requirements are met for all performances supported by Country Arts SA within 4 weeks after the performance.

In addition, groups should seek to present a broad program of events that reflect the interests and needs of their community (for example groups proposing to present performances limited to classical music, may not be able to secure guarantee against loss funding for every performance they wish to present).

What is Country Arts SA responsible for?

Each year Country Arts SA's Performing Arts Touring Unit develops touring circuits for a number of select performing arts companies in consultation with interested presenter groups, the Shows on the Road Season.

Country Arts SA also continues to assist presenter groups by providing access to Guarantee Against Loss funding for self-entrepreneuried professional performances that a presenter group chooses to access independently, and which is not offered as part of the Shows on the Road Season.

From time to time other touring performance opportunities may become available and groups are contacted accordingly

Country Arts SA provides adequate public liability and volunteer personal accident insurance cover. Country Arts SA's Regional Arts Officers and the Adelaide based Performing Arts Touring Officers are the first point of contact for all Shows on the Road Presenter Groups, and provide support in the following ways:

- provide encouragement, advice and assistance in budget preparation, contracts and publicity
- assist in training needs
- disseminate information

While Regional Arts Officers provide support and encouragement, groups should not expect them to be responsible for direct involvement with the organisation of performances, or attend every meeting of the group.

Assessment Criteria

In considering applications from proposed Presenter Groups and for Guarantee against Loss, Country Arts SA considers the following criteria:

- does the group have sufficient active members to support the presentation of performances?
- the capacity of the group and its collective experience in presenting performances?

- does the group represent a section of the community which has had limited access to performance opportunities?
- is the group an incorporated body or able to be auspiced by an incorporated body?
- can the group demonstrate innovative and effective marketing strategies?
- are members of the group prepared to attend Country Arts SA organised seminars and networking sessions?
- has the group satisfactorily acquitted previous grants or Guarantee Against Loss advances from Country Arts SA, if applicable ?

Who can apply?

Formally incorporated (not-for-profit) community based organizations, e.g. Service Clubs, Sports Clubs, Arts Councils, School parent & friends associations, Youth Clubs etc.

In some cases Country Arts SA will accept non-incorporated groups who have access to an auspicing body who can administer the funds on their behalf e.g. local council.

How to Apply

There are two types of application forms, they can be downloaded at www.countryarts.org.au — please contact your local Regional Arts Officer to discuss your interest and the appropriate application form/s.

To be considered for inclusion in Shows on the Road Season performances OR Guarantee Against Loss funding you MUST be a registered Shows on the Road presenter group.

- **Form A 'Application to register as a Shows on the Road presenter group'**

Applications can be made at any time and are considered on an ongoing basis. Please allow up to 6 weeks for your application to be assessed.

Shows on the Road Season tours will only be scheduled to commence from March in any given year.

Applications are not considered if the group applying has not satisfactorily acquitted any previously granted Country Arts SA funding (relating to any Country Arts SA funding program).

It is not necessary for groups to apply each year to remain on Country Arts SA's list of accredited Shows on the Road Presenter Groups. Groups should advise immediately of any change in Officer Bearers / contact details. Should a group no longer wish to remain on the list they should advise their local Arts officer.

- **Form B "Application for Guarantee Against Loss to Present a Performance"**

This form is used by groups who have successfully registered as a Shows on the Road Presenter Group, to apply for Guarantee Against Loss funding.

The application must be submitted in time to allow a decision to be made **at least 6 weeks prior to the performance date.**

All applications must be submitted in full and include detailed budget information.

Applications are not considered if the group has not satisfactorily acquitted any previous Country Arts SA funding or Guarantee Against Loss grants (relating to any Country Arts SA funding program)

All applications – Forms A and/or B are to be forwarded to:

**Executive Producer - Country Arts SA
2 McLaren Parade, Port Adelaide SA 5015**

How are funds made available to your group?

- Groups applying for a Guarantee Against Loss for a performance will be advised of the amount approved within approximately one week of receiving the application.
- If the presenter group calls upon the Guarantee Against Loss, the relevant amount is paid upon receipt of a satisfactory detailed performance Income and Expenditure Statement (Form C) and Evaluation Questionnaire (Form D), which should be submitted within 4 weeks following the performance
- In special circumstances, a partial advance of the guarantee may be provided to groups who can demonstrate particular hardship
- Groups should note that it is not normal practice for production companies to demand full payment of the performance fee in advance of the performance (groups are encouraged to seek advice from Country Arts SA if they have any queries regarding performance fees or contracts)
- In special circumstances, consideration may be given to supporting a group beyond the Guarantee Against Loss approved amount, where the group can clearly demonstrate that the additional loss resulted from circumstances beyond the group's control

Conditions and evaluation requirements

- Successful applicants are required to abide by the conditions of the Shows on the Road Season and Guarantee Against Loss programs.
- All funds provided on a Guarantee Against Loss basis are only to be used for the performance for which they were approved

Written acknowledgment of support from Country Arts SA is to be included in all publications, media and publicity material. Wherever possible Country Arts SA's logo should be used with the by line **also supported by the Government of south Australia through Arts SA**. Example below



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arts sa

also supported by the Government of south Australia through Arts SA.

- Where appropriate, Country Arts SA signage should be displayed
- Presenter groups are required to submit a FORM C - STATEMENT OF INCOME AND EXPENDITURE and FORM D - EVALUATION QUESTIONNAIRE within 4 weeks of the performance taking place, **even if the Guarantee Against Loss is not required**
- Up to 6 complimentary tickets are to be made available if requested by Country Arts SA for use by its Board Members and staff to assist in evaluating all performances assisted through the Shows on the Road Season and Guarantee Against Loss programs.