

# Regional Arts Fund Queensland

## Frequently Asked Questions 2018

### **What are Community Project Grants?**

Community Project Grants are for projects that provide public value in communities (social, artistic, cultural, economic) and significantly engage the community in which the activity is based. These grants can also be for building skills and capacity of regional artists, arts groups and community organisations.

### **When would someone apply for a Quick Response Grant?**

Applicants can apply for a Quick Response grant if their small arts or cultural project cannot be funded by any other means because of its nature or timing. This type of grant would also suit individual professional development.

### **What is the difference between the Regional Arts Development Fund (RADF) and Regional Arts Fund (RAF)?**

The Regional Arts Development Fund (RADF) is delivered as a partnership between the Queensland Government through Arts Queensland and eligible local councils across Queensland. Local councils manage RADF funding in line with local arts and cultural priorities, as determined by local communities. RADF supports arts and cultural activities that provide public value for Queensland communities, build local capacity, cultural innovation and community pride and deliver Queensland Government's objectives for the Community.

Funding for the Regional Arts Fund (RAF) is provided by the Australian Government. Regional Arts Australia devolves the funding to all states and territories. RAF supports and promotes participation in, and access to, Australia's arts and culture in regional and remote Australia.

Prior to April 2016, in Queensland, RAF was administered by Artslink Queensland. It is currently being delivered through Arts Queensland.

### **What are the Guidelines around regional eligibility?**

To be eligible for RAF funding the applicant must reside or be based in a regional location. This is established using the Modified Monash Model tool. Enter your organisation or home address to check your eligibility:

[http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/MMM\\_locator](http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/MMM_locator)

Only applicants in MMM2 – MMM7 locations are eligible.

Regionally-based applicants are eligible to use RAF funding to travel to a MMM1 location or overseas as part of funded activities, for example for professional development or profile raising activities. However, projects and activities must principally benefit regional and remote communities and their artists and arts workers.

## **What are the key steps in preparing my application?**

- Carefully read the RAF Queensland Guidelines and Frequently Asked Questions (available on the Arts Queensland website).
- Call Arts Queensland if you have any questions.
- Plan in detail what you would like to do, considering all aspects of who, what, where, why and when. Gather support material to back up the details of your project from partners and key personnel (more information below).
- Arts Queensland has developed a suite of resources to assist you in completing funding applications, including tips for applying, budget samples and helpful checklists. You can find these on Arts Queensland's Arts Acumen webpage: [www.arts.qld.gov.au/arts-acumen](http://www.arts.qld.gov.au/arts-acumen)
- Once you begin your application, provide clear and succinct information for the assessors and ensure you respond to the fund objectives and assessment criteria
- Upload relevant and targeted support material that supports the claims in your application. For example, if you provide a website link, make sure it takes assessors directly to the relevant information or image.
- For projects involving Aboriginal and Torres Strait Islander peoples, relevant support or consultation with community, Elders and/or Traditional owners is essential.

## **Can I apply for 100% of the project costs?**

No. To be eligible, all RAF applications need to have at least some income from other funding sources. This can be both cash and in-kind. Applicants are encouraged to put a realistic value on 'in-kind' assistance. The Arts Investment – Important information for Applicants document provides the following definition of in-kind support:

*'In-kind support includes volunteer labour, administrative support, rent-free accommodation or donations of materials or equipment. These contributions should be given a dollar value and should be included in your proposed budget'.*

## **What evidence and support documents should I include?**

Your grant application is greatly strengthened by evidence to support the claims in your application and demonstrate the quality, demand and stakeholder and community support for your project.

This evidence could include;

- CVs for key artists or personnel
- survey results from past audiences, participants or community members
- examples and evaluations of previous work
- reviews
- relevant arts and cultural plans and strategies
- evidence of compliance with protocols (e.g. Public Liability insurance, Blue Card)

Letters of support can demonstrate that people see your work as important and want to be involved. They can also show that you have discussed your project with the people who are essential to its success and that you have their support. Letters of support might include letters from:

- partners or stakeholders listed in your application, particularly anyone who has confirmed funding or in-kind support for your project (e.g. local council, venue/gallery owners, volunteers)
- artists involved in creating the work
- community groups or representatives of communities who will be involved in the project
- the potential audience for your project – perhaps there are people who are familiar with your work and have an interest in seeing new work
- Aboriginal or Torres Strait Islander communities if your work involves these communities or contains cultural references. This will indicate that the appropriate permissions and consultations have taken place

## **How might applicants address the RAF assessment criteria?**

All funding programs administered through Arts Queensland share the four criteria of quality, reach, impact and viability as outlined in the Arts and Cultural Investment Framework. The considerations listed below are customised to the purpose, objectives and criteria of the RAF.

Criteria	Possible considerations
Quality Proven capacity to support and/or deliver high quality arts and cultural initiatives in regional communities in response to identified need or demand	<ul style="list-style-type: none"><li>• Who will deliver the project? Provide evidence of the quality of their work (CV, outcomes from previous projects, letters of support).</li><li>• Does the project or activity involve a high standard of artistic or professional expertise in the arts and cultural sector?</li><li>• Does the project respond to a demand or need? In what ways?</li><li>• How does the project provide high quality experiences for audiences, participants, local community?</li><li>• Does the project build the capacity of the local arts sector?</li><li>• In what ways is the project new or innovative? (This is particularly important to consider for annual festivals or events)</li><li>• What outcomes are expected from the project and what difference will they make?</li></ul>
Reach Provides access to social and cultural development opportunities for diverse communities, practitioners, participants and/or audiences	<ul style="list-style-type: none"><li>• Who benefits from the activity (individuals, groups in the community)?</li><li>• Who in the community will be engaged in the project - artist, artsworkers, and audience?</li><li>• Does the project include diverse groups in the community?</li><li>• What are expected participation/audience numbers?</li><li>• Does the project have support of the local community?</li><li>• If focused on an Aboriginal and Torres Strait Islander community, does it have support of the community, elders and/or Traditional owners?</li><li>• What are the planned cultural, artistic, economic or social outcomes of the project?</li><li>• In what ways do the activities expand opportunities and networks for those involved?</li></ul>

Impact Increases employment and professional development opportunities for artists and arts workers living in regional and remote locations	<ul style="list-style-type: none"> <li>• What impact does the proposed activity have for the individual or the organisation?</li> <li>• In what ways does the project provide opportunities or skills development for artists, artworks and organisations in regional and remote Queensland?</li> <li>• Does the project promote partnerships and networks that support community and artistic practice and exchange?</li> <li>• Are there outcomes for the wider community or the arts sector generally?</li> </ul>
Viability Demonstrates good planning, management and partnerships to increase support for the initiative and for arts and culture in the region	<ul style="list-style-type: none"> <li>• Does the project demonstrate viability through adequate financial planning, organisational structures and timelines? Does it provide relevant support material and confirmation of artists' roles and availability, stating clearly the roles of project partners?</li> <li>• Does the project have long term benefits to sustain arts and cultural activity?</li> <li>• Is the financial request commensurate with proposed outcomes?</li> <li>• Does the project identify future ongoing development?</li> </ul>

## Can I apply for a grant if I have received a Regional Arts Fund grant before?

Yes. If you have received a RAF grant before and satisfactorily acquitted it you should be eligible to reapply. However, applicants are only able to have one RAF grant under each stream in a 12 month period. This is worked out from the start date of your previously funded project. For example, if you received a Community Project Grant for a project starting on 1 June 2016, any future applications for Community Project Grants would have to start after 1 June 2017.

## Can I apply for more than one project in the round?

Applicants are limited to one application per round and one successful application in a 12-month period in each RAF stream. Applicants may be put forward as partners or project workers on other eligible projects in any funding round.

## Where can I go for ideas and inspiration for regional arts and cultural projects?

Regional Arts Australia's website provides stories and case studies about projects funded through the Regional Arts Fund. Arts Queensland publishes AQ Blog which features posts from artists, artworks and community members in regional Queensland. Arts Queensland also publishes case studies on funded projects throughout Queensland.

## Do I need public liability insurance?

If your project involves the public in any way, as creative participants, workshop participants or audience members, you are liable for any claims of personal injury property damage that a third party may make as a result of these activities. In order to protect yourself and/or your organisation, you must have Public Liability Insurance (PLI). The level of insurance you will need will be dictated by the size of your event. You will need to provide evidence of appropriate cover (if relevant) as part of your support material in making your application to RAF.

## **Do I need a “Blue Card” for a project with children and young people?**

In Queensland, people working or volunteering with children need to hold a Blue Card. Blue Card Services of the Public Safety Business Agency are responsible for issuing and monitoring the Blue Card. Further details on the Blue card system can be found at:  
<https://www.bluecard.qld.gov.au/>

## **Can I speak to someone about applying to RAF?**

You can contact the RAF Partnerships Manager by telephone (07) 3034 4016 or toll free 1800175531 or by emailing [raf@arts.qld.gov.au](mailto:raf@arts.qld.gov.au)