

Indigenous Art Centre Infrastructure Fund

Guidelines 2017-19

Queensland Government, through Arts Queensland's *Backing Indigenous Arts* (BIA) initiative, is committed to developing sustainable and ethical Aboriginal and Torres Strait Islander arts industries which includes supporting 14 Indigenous Art Centres (IACs) across Far North Queensland and the Torres Strait.

The Indigenous Art Centre Infrastructure Fund (IACIF) objectives are to:

- improve the sustainability of BIA-funded IACs by upgrading spaces for the creation of Aboriginal and Torres Strait Islander artworks
- strengthen BIA-funded IACs' capacity and effectiveness to build artist and arts worker skills and increase the supply of quality artwork.

The IACIF is a new \$500,000 fund over two years from 2017-19, commencing October 2017.

Queensland Government commitments

Arts Queensland is committed to realising the ambitions of the Queensland Aboriginal and Torres Strait Islander Economic Participation Framework, the Queensland Cultural Diversity Policy, the Queensland Youth Strategy and the National Arts and Disability Strategy. Applications which include the following target groups as creators, participants or audiences will strengthen the implementation of Queensland Government commitments:

- older people (over 55 years old)
- Aboriginal and Torres Strait Islanders
- people from a culturally and linguistically diverse background, including Australian South Sea Islanders
- young people
- people with disability.

Who can apply?

The IACIF is open to IACs that currently receive BIA multi-year funding. These are:

- Badu Art Centre
- Bana Yirriji Art and Cultural Centre, Wujal Wujal
- Erub Arts, Darnley Island
- Giringun Aboriginal Art Centre, Cardwell
- HopeVale Arts and Cultural Centre
- Lockhart River Art Centre
- Mornington Island Art
- Moa Arts, Mua Island
- Pormpuraaw Art and Culture Centre Inc
- Wei'Num Arts Hub, Weipa
- Wik and Kugu Art Centre, Aurukun
- Yalanji Arts, Mossman Gorge
- Yarrabah Arts and Cultural Precinct
- Gab Titui Cultural Centre, Thursday Island

When should I apply?

Eligible IACs can apply for Round 2 funding any time from 2 July 2018 to 31 May 2019 (or until Round 2 funding is fully committed). You will be notified of the outcome of your application approximately eight (8) weeks after the submission of your application.

You can apply to the fund multiple times, but can only be awarded funding once during the two-year life of the program. Applicants may only have one application under consideration to the IACIF at any one time.

Retrospective funding requests will not be supported. Funding will only be provided for projects that commence after funding approval has been confirmed from Arts Queensland.

Round 2 of the IACIF will open on 2 July 2018 and close on 31 May 2019, or until funding for this round is fully committed.

How much can I apply for?

A maximum of \$50,000 is available for each IAC over the two-year life of the Fund.

Eligibility

Eligible project costs

Arts Queensland will fund the extension, upgrade or replacement of IAC infrastructure including:

- energy efficient lighting and lighting systems
- new or improved air-conditioning or mechanical ventilation systems or equipment
- artist studios and workshop areas
- amenities
- cultural rehearsal and performance space
- sustainability initiatives such as solar panels and insulation
- critical maintenance items such as roof replacement or repair, access stairs/ramps
- production, exhibition and storage spaces, including:
 - hanging systems
 - new walls, including movable walls
 - storage systems such as shelving and racking.

Ineligible project costs

Examples of items not eligible for funding include:

- routine maintenance such as a leaking tap, faulty light or door
- feasibility studies, business planning activities, or consultancies
- recurrent or operational costs
- in-kind works including labour costs
- works or procurement not associated with the objectives and priorities of the program
- art supplies and arts equipment, e.g. musical instruments
- loose furniture or equipment other than those listed in ‘eligible project costs’ above.

Arts Queensland reserves the right to determine what constitutes eligible or ineligible projects or items.

What should I include in my cost estimate?

To verify the costs associated with your infrastructure project and demonstrate value for money, you must provide:

- a qualified quantity surveyor’s estimate, or
- three recent written quotes from suppliers, registered builders or licensed contractors to cover the cost of your full scope of works or equipment purchases.

Buildings or sites where work is to be carried out must be directly owned, leased or operated by the IAC. Written authorisation from the owner of the building or site must be provided.

All project costs need to be separated into eligible and ineligible items as defined in these guidelines and application form.

When is the work required to be completed?

Approved projects must commence construction no later than six (6) months from signing the IACIF funding agreement. Where the project does not involve construction works, equipment must be purchased and delivered within six (6) months of signing the IACIF funding agreement.

Construction is considered to commence when physical changes are made to the project site.

Funding may be withdrawn from projects where construction has not commenced within six (6) months of signing the funding agreement.

Assessment criteria

All applications are assessed by an independent panel of peer assessors who identify as Aboriginal and Torres Strait Islander. Applications will be assessed against the four criteria below. The indicators listed are a sample of the types of evidence that could demonstrate achievement of each criterion and may vary according to the nature of the proposed project.

1. Established project need

Planned projects and activities should meet the needs of artists, arts and cultural workers and your community, and demonstrate that these have been considered. You should consider the following:

- How does the project support the IACIF objectives?
- How will the project improve the quality and capacity of the infrastructure?
- How will the project enhance the experiences of artists and arts and cultural workers?
- How does the project align with and support the local council's arts and cultural priorities?
- How will the project address demand from artists, arts and cultural workers and communities for access to creative spaces and places?
- Does the project align with the IAC strategic plan or business plan, or has there been a Board / Governance group resolution supporting the project?

2. Ability to deliver the project

For all proposed works, you will be required to provide:

- a detailed scope of works
- key project milestones
- all relevant cost estimates.

Applicants will also be required to demonstrate project management capability by identifying who will be the project manager and detailing their relevant experience.

3. Management and funding of ongoing costs

IACs must be committed to, or have made arrangements for, the ongoing funding of maintenance, running costs and future life cycle replacement of the planned infrastructure project.

4. Ability to leverage other funding sources

The application should clearly detail confirmed financial contributions to the project from the applicant and other contributors. Applications submitted that demonstrate confirmed financial contributions from other sources will be considered favourably.

Applicants may be requested to provide additional follow-up information as part of the assessment process. The assessment panel reserves the right to recommend the final amount of funding.

Application process

- Step 1** It is recommended that all applicants contact Arts Queensland to determine the suitability of the application prior to submission. Please contact Arts Queensland's *Backing Indigenous Arts* Manager, Ms Katrina Beattie, on telephone (07) 4088 1018 or or toll free 1800 175 531, or email katrina.beattie@arts.qld.gov.au.
- Step 2** The application form can be submitted any time from October 2017 to 31 May 2018 (or until Round 1 funding is fully committed). The application will be checked by Arts Queensland for eligibility. If your application is deemed ineligible, Arts Queensland will provide guidance on how to develop an eligible application.
- Step 3** Your application will be assessed by the assessment panel. The panel will:
- assess your application against the assessment criteria and moderate with consideration of available funding and government priorities
 - make recommendations to the Premier and Minister for the Arts.
- Step 4** The Minister for the Arts will consider the assessment panel's recommendations and make a final decision on the funding offer.

Important information for all applicants

These guidelines should be read in conjunction with the IACIF Frequently Asked Questions (FAQs).

Please refer to the document *Arts Investment – Important Information for Applicants* at <https://publications.qld.gov.au/dataset/info-arts-funding-applicants/resource/da2106d5-22b6-4f48-a527-7d1f6f4a2dd0>, which provides information on:

- information Privacy and Right to Information
- processes for feedback and review of decisions for unsuccessful applicants
- agreements and contracts, acknowledgments, reporting and acquittal requirements for successful applicants.

Arts Acumen is an initiative developed by Arts Queensland, and aims to support individuals and organisations across Queensland by providing resources, information and opportunities to foster knowledge growth, connections and access to industry intelligence. Arts Acumen has been developed in consultation with arts sector individuals and advisory bodies (<http://www.arts.qld.gov.au/arts-acumen>).

Submitting your application

The preferred method for submitting your application is online at:

<https://artsqueensland.smartygrants.com.au/IACIF>

For support with technical issues related to the online application, please contact an Arts Queensland Grants Officer on telephone (07) 3034 4016 or toll free 1800 175 531.

If circumstances prevent you from being able to submit your application online please contact Ms Katrina Beattie, *Backing Indigenous Arts* Manager, on telephone (07) 4088 1018 or toll free 1800 175 531, or email katrina.beattie@arts.qld.gov.au

Incomplete or late applications will be deemed ineligible and will not be assessed.

You will receive an email or letter notifying you that your application has been received. If you have not received an acknowledgment within 10 days of submitting your application please contact an Arts Queensland Grants Officer on telephone (07) 3034 4016 or toll free 1800 175 531.

Acquittal and reporting requirements for successful applicants

Funding recipients will be required to submit an outcome report to Arts Queensland within 50 business days of completing the project.

The outcome report requires evidence of project completion in the form of completion certification and compliance – for example, an electrical or plumbing certificate or an inspection certificate from a suitably experienced person (this may be the local council's engineering officer).

It is recommended that you familiarise yourself with the outcome report before you submit your application, so you understand the obligations which come with government funding as well as the types of outcomes Arts Queensland is interested in evaluating from its investment.

The outcome report templates, as well as a range of associated tools and resources, are available from the *Backing Indigenous Arts* Manager, Ms Katrina Beattie.

Acknowledgments

Successful applicants are required to acknowledge Arts Queensland's support through the *Backing Indigenous Arts* Initiative in all published material associated with funded projects.

The Arts Queensland website www.arts.qld.gov.au details the requirements regarding use of the Arts Queensland logo and standard acknowledgment text.

Translating and interpreting services

Applications may be submitted in any language. If you have difficulty understanding this information and would like to talk to staff in your first language:

- telephone the Translating and Interpreting Service on 13 14 50 during business hours
- contact Arts Queensland about speaking with an interpreter.

Contact us

Arts Queensland's *Backing Indigenous Arts* Manager, Ms Katrina Beattie, on telephone (07) 4088 1018 or or toll free 1800 175 531, or email katrina.beattie@arts.qld.gov.au.

Arts Queensland general enquiries telephone (07) 3034 4016 or toll free on 1800 175 531 or email reception@arts.qld.gov.au.