

# Regional Arts Fund Queensland

## Guidelines 2018

The Regional Arts Fund (RAF) is an Australian Government program designed to benefit regional and remote arts practitioners, arts workers, audiences and communities.

### Objectives

RAF supports and promotes 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
- 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 raising the profile of, regional and remote artists.

### Funding

RAF is administered by Arts Queensland across two funding streams:

1. Community Project Grants – Funding up to \$30,000 is available
2. Quick Response Grants – Funding up to \$3,000 is available.

### Timeframes for RAF grants

#### Round 1 2018

RAF Stream	Amount	Opens	Closes	For projects commencing
Community Project Grants	Up to \$30,000	1 February 2018	23 March 2018	After 1 July 2018
Quick Response Grants *	Up to \$3,000	Rolling from 1 February 2018	31 May 2018 OR when funds have been expended	A minimum of four weeks after application is received

\*Quick Response Grant applicants will be notified of the results of their application via email within 10 – 15 business days.

## Eligibility

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Applications to both RAF funding streams will be accepted from individuals, groups, incorporated not-for-profit organisations and councils which reside in postcodes classified as 'regional' according to the Modified Monash Model. MMM1 locations are ineligible, MMM2-MMM7 inclusive are eligible. Applicants need to check their eligibility using this website:

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

Although ineligible to apply in their own right, individuals and organisations from excluded areas (MMM1) can participate in RAF-funded project activities as project partners and/or paid participants where the applicant is an eligible regional arts organisation or individual (MMM2-MMM7).

To be eligible, all applicants must:

- be based in an MMM2 – MMM7 location
- be an Australian citizen or permanent resident
- have an active Australian Business Number (ABN) that is in the name of the applicant
- be aged 18 years or over (for individual applicants)
- have satisfied the reporting requirements of any previous Regional Arts Fund or Arts Queensland funding
- not be a state government agency
- not be a current Arts Queensland employee or former employee who ceased employment less than six months before applying
- not have received a RAF grant in the same stream in the previous 12 months (see FAQs for further clarification)

An application will be deemed ineligible if:

- it does not comply with the eligibility criteria
- it requires that a grant be auspiced
- it is submitted after the closing date for Community Project grants or the activity occurs within four weeks of the application submission date for Quick Response Grants
- it is requesting 100 per cent of project costs
- the application is incomplete
- funding is requested for activities that principally benefit a major city or metropolitan location (i.e. not regional)
- funding is requested for project components already funded by other programs administered by the Australian Government or Queensland Government
- funding is requested for tours that are eligible for support under the Playing Queensland Fund.
- funding is requested for the core costs of organising and running competitions, prizes, awards or fund-raising activities.
- funding is requested for curriculum/school-based activities (including school musicals and excursions) or courses of ongoing education and vocational training in government or private institutions in Australia or overseas, academic activity, including wages or course work required as part of any academic program

- the proposed projects or activity does not substantially align with and further the objectives of the RAF
- the project will commence before funding is approved.

## Assessment criteria

### QUALITY

Proven capacity to deliver high-quality arts and cultural initiatives in regional communities in response to identified need or demand.

### REACH

Provides access to social and cultural development opportunities for diverse communities, practitioners, participants and/or audiences.

### IMPACT

Increases employment and professional development opportunities for artists and arts workers living in regional and remote locations.

### VIABILITY

Demonstrates good planning, management and partnerships to increase support for the initiative and for arts and culture in the region.

## Application process

For both funding streams:

- Step 1** Review the RAF Guidelines and FAQs at [www.arts.qld.gov.au/aq-funding](http://www.arts.qld.gov.au/aq-funding)
- Step 2** If you have any questions, contact Arts Queensland (details below) to discuss your application prior to submission.
- Step 3** Submit your application form and support material online via the Arts Queensland Smarty Grants application portal which can be accessed here: <http://www.arts.qld.gov.au/aq-funding/funding/workflow/regional-arts-fund>  
If you have difficulty submitting your application online, contact Arts Queensland at least five days prior to the round closing date to arrange another method of submission.
- Step 4** You will receive an email notification that your application has been received by Arts Queensland within 3 – 5 days after your submission. If you do not receive this email, contact Arts Queensland as soon as possible.

## Assessment Process

- Step 5** Applications are checked for eligibility by Arts Queensland staff.
- Step 6** Eligible applications are forwarded to members of the RAF Assessment Panel, who read and consider all applications against the assessment criteria and RAF objectives.  
Panel members are selected from the Arts Queensland Peer Assessors 2016-19 pool.

- Step 7** Assessors provide funding recommendations to Arts Queensland.
- For Quick Response Grants – panel recommendations are actioned by Arts Queensland.
  - For Community Project Grants – panel recommendations are forwarded to Regional Arts Australia to be considered and announced by the Federal Minister for the Arts.
- Step 8** Arts Queensland will notify all applicants (ineligible, unsuccessful and successful) via email of the results of their application.

**Note:**

It is not the policy of the RAF Assessment Panel to reduce funding for applications by arbitrary amounts for the purposes of funding more applications; however, at moderation, the RAF Assessment Panel will moderate against the fund criteria, RAF objectives, available funding and geographic spread and reserve the right to recommend reduced levels of funding for individual projects.

## Acquittal and reporting requirements

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Funding recipients will be required to submit an outcome report to Arts Queensland within 20 business days of completing the project or program.

The outcome report collects information about outputs and outcomes from your project or program, including artistic, cultural, social and economic returns on investment.

It is recommended that you familiarise yourself with the outcome report before you submit your application, so that you understand the obligations which come with RAF funding.

## Translating and interpreting services

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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; or
- contact Arts Queensland about speaking with an interpreter.

## Arts investment – Important Information for Applicants

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Applicants should read *Arts investment – Important Information for Applicants* which contains information that applies to all funding through Arts Queensland.

## Australian Government and Regional Arts Australia Information Privacy

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In addition to the Arts Queensland acknowledgement of Information Privacy and Right to Information outlined in *Arts investment – Important Information for Applicants*, the following applies:

Personal information collected through the Regional Arts Fund is protected by the Privacy Act 1988 (Cth). 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 Regional Program Administrators, 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 and promotional purposes. By signing a Regional Arts Fund grant application you are also providing permission for this personal information to be used in this manner.

## Contact Us

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- RAF Partnerships Manager: (07) 3034 4016 or toll free 1800175531
- [raf@arts.qld.gov.au](mailto:raf@arts.qld.gov.au)