

2021-2022 Arts Advantage Guidelines

Introduction

The Queensland Government recognises the important role of arts and culture in delivering significant social and economic outcomes for Queenslanders.

[Creative Together 2020-2030](#) is the Queensland Government's 10-year vision, which will see Queensland renewed and transformed through arts, culture and creativity, with a focus on growing a strong and sustainable sector that can adapt to meet audience demand, embrace innovative delivery models, attract investors and build financial sustainability.

Creative Together priorities:

- Elevate First Nations arts
- Activate Queensland's local places and global digital spaces
- Drive social change across the state
- Strengthen Queensland communities
- Share our stories and celebrate our storytellers.

The Queensland Government's \$22.5 million [Arts and Cultural Recovery Package](#) underpins *Creative Together* and supports the Roadmap's first two-year action plan, *Sustain 2020-2022*, which focuses on stabilising Queensland's arts companies, securing jobs for artists and arts workers, and delivering COVID-safe cultural experiences to Queensland audiences.

What is the Queensland Arts Showcase Program, Arts Advantage Program?

The Queensland Arts Showcase Program (QASP), Arts Advantage Program (AAP) provides funding to quality arts-led projects and programs which provide social benefits and social benefit outcomes to Queenslanders across a variety of community sectors including but not limited to health, justice, aged care, disability, LGBTQIA+, First Nations, culturally diverse, education and early childhood. This may include start-up funding costs.

Arts Queensland expects Arts Advantage funding will:

- Create employment opportunities (for artists/arts workers and/or participants)
- Develop and implement new programs that deliver social benefits and social benefit outcomes
- Foster collaboration and/or partnerships with government, business (particularly small-to-medium enterprises and social benefit suppliers) and not-for-profit agencies.

HOT TIP: Remember art is the tool and not the outcome. Applicants should consider what problem they are setting out to try and solve as opposed to what funding is needed?

Queensland Arts Showcase Program

Social benefit is: *The positive impacts on people, places or communities generated as a result of grant funding.*¹

Social benefits might include:²

- promoting more diverse and inclusive workforces
- creating training and employment opportunities
- addressing complex local challenges, such as intergenerational unemployment, crime, vandalism, social cohesion and economic decline in local communities or amongst disengaged groups
- encouraging local economic development and growth
- helping people to participate in the community and the economy
- engaging small-to-medium enterprises and social benefit suppliers.

Social benefit outcomes are considered to be the changes that occur for individuals, groups, families, organisations, systems, or communities during or after an activity. Changes can include attitudes, values, behaviours or conditions. Changes can be short-term, medium or long-term:

- Short-term outcomes – the most direct result of an activity, typically not ends in themselves, but necessary steps toward desired ends (medium or long-term outcomes)
- Medium-term outcomes – link an activity's short-term outcomes to long-term outcomes; they necessarily precede other outcomes
- Long-term outcomes (sometimes called ultimate outcomes or impact) – result from achieving short-term and medium-term outcomes, often beyond the timeframe of an activity³

How much can I apply for?

Through QASP Arts Advantage, Arts Queensland provides one-off grants of up to \$60,000 (co-funding) for arts and cultural initiatives that deliver social benefits and outcomes across Queensland communities.

- The ratio of Arts Queensland to other funding is 2:1, meaning Arts Queensland will provide up to \$60 000 but no more than \$2 for every \$1 that is raised by the applicant from other sources (an amount equal to half of the total funding request must come from other income sources).
- Other income sources may include a contribution from the applicant (cash or in-kind), or investment from local, state or federal government agencies, businesses, not-for profit organisations, philanthropic or other private contributions.
- Contributions can be in-kind; however cash contributions may be more likely to receive Arts Queensland funding.
- Any external investment must be new funding dedicated to the applicant's current project or program and not a project or program provided before the application is made.

NOTE: *Support of up to \$3,000 in QASP funding can be used to buy equipment directly related to the creation and delivery of the funded project or program.*

¹ https://www.hpw.qld.gov.au/_data/assets/pdf_file/0020/3980/socialprocurementguide.pdf

² <https://www.forgov.qld.gov.au/social-procurement-frequently-asked-questions>

³ <https://mk0socialventuraff85.kinstacdn.com/assets/SVA-Outcomes-Management-Guide.pdf>

Queensland Arts Showcase Program

When can I apply?

Round	Applications Open	Applications Close	Funding Announcement	For Activities Commencing
Round 6	1 December 2021	25 February 2022, 4pm	Late April 2022	From 1 May 2022

Who can apply?

For you or your organisation/group to be **eligible**, it must meet the following:

An organisation/group must

- have an active ABN.
- have a bank account in the name of the applicant.

An individual must

- have an active ABN.
- have a bank account in the name of the applicant
- be over 18 years of age or have the application co-signed by their legal guardian confirming they will take responsibility for managing any funding that may be offered to the applicant. In this case, the bank account will be in the name of the legal guardian.

Eligible applications must

- Be submitted by a Queensland based individual, organisation or collective or show evidence as to how the activity will directly benefit Queensland communities
- Where applicable, show evidence of demand and support for activities that involve Aboriginal and Torres Strait Islander people
- Demonstrate the project can be completed within 12 months from approval.

Queensland Arts Showcase Program

The following are ineligible for funding support

- Applications submitted after the published round closing date
- Incomplete applications lacking compulsory support material (detailed below)
- Applicants who have already been approved a QASP grant in the Financial Year of their current application
- Applicants that are not making a financial or in-kind contribution to the budget. They are seeking sole-funding from Arts Queensland.
- Applicants who have not satisfied the reporting requirements of any previous Arts Queensland funding
- Projects which have already commenced, including any items that were ordered, committed to (with a signed document or paid deposit) or purchased before the funding is approved
- Equipment purchases totalling over \$3,000, or equipment requests not directly related to the project delivery
- Costs relating to COVID testing and quarantine requirements. Please refer to the Queensland Government Health website for all COVID updates, restrictions and travel advice.
- International travel
- Purchase, planning or maintenance of infrastructure
- Fundraising activities, awards, competitions, eisteddfods, prizes and conferences
- General operating/recurring costs, including core business activities, business start-up costs, administrative and other organisational costs not directly associated with the project or program
- Training, private tuition or study, including course assessment costs
- Touring costs (Arts Queensland's Touring Queensland Fund and Touring Queensland Quick Response Fund supports touring activities).
- Any activities that are the responsibility of another Queensland Government specialist funding body (e.g. Screen Queensland is the Queensland Government agency responsible for supporting film and screen projects and the broader sector)
- Contingency costs
- Repayment of debts and loans
- Educational institutions (excluding Tertiary education institutions who may be considered for funding by providing a statement from an authorising officer of the institution confirming that the activity is outside of core business and that the institution is also a financial partner to the project)
- State government agencies
- Current Arts Queensland employees or former employees who ceased employment less than six months before applying (employees of Arts Statutory Bodies and the Department of Communities, Housing and Digital Economy should consult the 'Important Information for Applicants' document before applying)
- Arts Queensland shareholder companies (other than those wholly owned by the Queensland Government); Arts Statutory Bodies; and Major Performing Arts Organisations (as recognised by State and Federal Governments) are ineligible to apply
- Applicants receiving investment through Arts Queensland's Organisation Fund who are unable to demonstrate how the project differs from core business activities.

NOTE: Arts Queensland may request additional documentation to confirm eligibility.

Queensland Arts Showcase Program

Assessment Criteria

QASP Arts Advantage assessment criteria ensures all applications are assessed consistently and fairly by the peer assessment panel. The peer assessment panel may decide to offer reduced funding if ineligible, uncompetitive or inflated budget items are identified.

When preparing your application, you should address the following assessment criteria and demonstrate how success will be measured:

Quality

- Does the design of the project suit the cause and need of participants?
- How will the activity be delivered to a standard that will draw out the best outcomes for participants?
- Is the problem the project is seeking to solve/assist clearly defined, and how is the need for a solution evidenced?

Engagement

- Does the project design clearly articulate accessibility for participants, including how the participant group will be established and engaged throughout the project term to retain maximum involvement?
- How will funding create new or innovative partnerships with government, universities, business and/or not-for-profit agencies for your organisation?
- How will the funding provide collaboration opportunities for Queensland artists/arts workers?

Impact

- How will funding provide an improved community benefit or improved personal experience for the participants?
- How will funding support employment opportunities for Queensland artists/art workers?
- How would you evaluate the outcomes and measure the success of the funding?

Viability

- Are all project components organised, negotiated and ready to be delivered?
- How will the funding add value to industry (rather than business as usual arts activities/projects)?
- How does the application demonstrate capacity to manage and achieve high quality social impact outcomes in a cost effective way?

How to apply

QASP Arts Advantage applications are managed online through Smarty Grants. You can save and continue working on an application until the round closing date. Visit the following web link to access the QASP Arts Advantage application form <https://artsqueensland.smartygrants.com.au/>

If you need to discuss an alternative method of submitting your application or would like support with an online application, please contact an Arts Queensland Grants Officer using the contact details at the end of these guidelines. Emailed or hand-delivered applications cannot be accepted.

Arts Queensland reserves the right to modify the Fund Guidelines at any time. Applicants will be notified of changes.

Queensland Arts Showcase Program

What to attach

An application must include a completed online application form and all compulsory support material.

Compulsory support material includes

- Evidence of how the project will directly benefit Queensland arts and culture.
- Where applicable, evidence of demand and support for activities that involve Aboriginal and Torres Strait Islander people.
- Evidence that the project can be completed within 12 months from approval
- CVs for all key artists and arts workers
- Up to three examples of work
- Letters of support for key partners
- Stakeholder engagement plan
- Evaluation plan (See tips on page 7)
- Budget breakdown of significant items such as artist fees and quotes for expensive project costs.

How is my application assessed?

QASP Arts Advantage applications are checked for eligibility by Arts Queensland staff. All eligible applications are assessed by social impact and art form specialists who form an external peer assessment panel. This model allows industry experts to assess applications for positive impacts on people, places or communities generated as a result of grant funding.

The panel meet to moderate the round, which includes considering Government priority areas. The panel make funding recommendations which are approved by the Director-General, Department of Communities, Housing and Digital Economy. The peer assessor panel will be provided with the Arts Queensland funding history of all applicants to this program.

How to manage a successful application

If you are approved for funding, Arts Queensland will send you a funding agreement and a request for your payment details. If you do not return the signed funding agreement and payment details within 30 days, the offer of funding will lapse and will no longer be available for you to accept.

Arts Queensland will be in contact if special conditions have been set for your funding and/or you have been offered reduced funding,

To provide COVID Safe Events, you are required to comply with all applicable Commonwealth, State and local government laws, including public health directions, when planning, preparing and delivering the Funded Activities.

You will need to keep invoices/receipts as proof of expenditure. AQ conducts Quality Assurance activities and may request verification of expenditure.

Reporting you will need to do if successful

All successful applicants will be required to submit an outcome report to Arts Queensland within 30 business days of completing your funded activities. The outcome report collects information about outputs and outcomes, including artistic, cultural, social and economic returns on investment, and the expenditure of grant funding.

It is recommended that you familiarise yourself with the outcome report before you submit your application. The outcome report templates, as well as a range of associated tools and resources, are available from the AQ webpage.

The acquittal document will be submitted via SmartyGrants. You cannot apply for further funding from Arts Queensland until the grant acquittal is approved. Your acquittal documentation will be assessed

Queensland Arts Showcase Program

by an Arts Queensland staff member and you may be asked to provide further information about the acquittal.

Variations may be considered (eg if COVID restrictions change, preventing opportunity for activity to be undertaken), please contact Arts Queensland as soon as possible to discuss any proposed variation.

Arts Queensland may request the return of grant funds if they are unspent at the time of acquittal, or due to breaches of the funding Guidelines.

Learning and Evaluation

Evaluating the social impact of the funding is easier and more meaningful if it is considered during planning stages and not just at the end of a project. Clearly articulated, measurable and easily reported outputs and outcomes form the foundation for any evaluation and learning process. Planning for this early takes the hard work out of reporting and outcomes evaluation. In most cases it will be better to keep it simple—measure, evaluate and report what is possible.

Tips for evaluating and learning from a social benefit project

- Document how you will evaluate the project early, share your ideas with stakeholders and seek their input.
- Link social benefits to targets, activities, performance indicators and then to outputs and outcomes so the original intent is not lost.
- Keep it simple. Work with partners to measure, report and evaluate what is possible, without creating restrictive red tape.
- Be flexible and open to changes that can improve an evaluation.
- Consider what the short-term, mid-term and long-term benefits may be.
- Documenting the outcomes for individuals or communities and sharing their stories can be a powerful way to influence other partners/projects. ⁴

Unsuccessful and Ineligible applications

You will receive an email advising of the result of your funding application if it is unsuccessful or ineligible when the funding results are announced. If the application remains a priority, and you can rectify any eligibility issues you may submit a new application in the next funding round.

Queensland Government commitments

The Queensland Government is committed to recognising the value of the arts, culture and creativity, and ensuring they are an integral part of the lives and communities of all Queenslanders, and has developed *Creative Together: 2020-2030* as a whole of Government strategy to deliver significant social and economic outcomes to renew and transform Queensland.

The Queensland Government also has clear objectives for the community built around *Unite and Recover – Queensland Economic Recovery Plan*, including safe guarding our health, supporting jobs, backing small business, making it for Queensland and building Queensland, growing our regions, investing in skills, backing our frontline services and protecting the environment.

Population Groups

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.

⁴ https://www.hpw.qld.gov.au/__data/assets/pdf_file/0020/3980/socialprocurementguide.pdf

Queensland Arts Showcase Program

Applications which include the following population groups as creators, participants or audiences will strengthen the implementation of Queensland Government commitments:

- Aboriginal peoples
- Torres Strait Islander peoples
- Australian South Sea Islander peoples
- Regional Queenslanders
- People with disability*
- People from culturally and linguistically diverse backgrounds
- Older people (over 55 years of age)
- Youth (12 – 25 years of age)
- Children (0-11 years)
- LGBTIQ+

*Note that funding recipients are required to meet legal obligations in relation to accessibility including access to web content.

Applicants are encouraged to explore how they might direct their activities to these specific population groups where appropriate.

Client Survey

From time to time Arts Queensland conducts client surveys. These surveys are voluntary and may be emailed to applicants. They support continuous improvement of the grant processes. All responses will remain confidential.

Where can I find support in preparing my application?

You can find further information about the fund, including Frequently Asked Questions, Important Information for Applicants and other information on the Arts Queensland website.

It is recommended that you review and familiarise yourself with these key documents prior to submitting your application.

Explore Arts Acumen

Arts Acumen is an Arts Queensland online resource, which includes a range of information and opportunities to foster knowledge growth, connections and access to industry intelligence. Toolkits on application writing, budget preparation and selection criteria are available from www.arts.qld.gov.au/arts-acumen

Protocols for working with First Nations Artists and Communities

Guidance on best practice approach for working with First Nations artists and communities can be found on the Australia Council for the Arts website: [Protocols for using First Nations Cultural and Intellectual Property in the Arts](#)

Arts Queensland respects the cultural and spiritual significance of First Nations People and acknowledges that:

- (a) any ICIP belongs to the Traditional Owners of the ICIP; and
- (b) ownership of the ICIP will, at all times, remain with the Traditional Owners of the ICIP.

Indigenous Cultural and Intellectual Property or ICIP means First Nations Peoples' interests in their culture, heritage and knowledge and includes the intangible and tangible aspects of cultural

Queensland Arts Showcase Program

practices, cultural expressions, resources and knowledge systems that have been, and continue to be, developed, nurtured and refined by First Nations People as part of expressing their cultural identity. ICIP excludes Intellectual Property Rights and Moral rights.

Intellectual Property Rights includes all present and future rights in relation to copyright, trademarks, designs, patents, trade, business or company names, trade secret, confidential or other proprietary rights, or any rights to registration of such rights whether created before or after the date of this Funding Agreement, and whether existing in Australia or otherwise, but excludes Moral Rights;

Moral Rights means the right of integrity of authorship, the right of attribution of authorship and the right not to have authorship falsely attributed, more particularly as conferred by the *Copyright Act 1968* (Cth), and rights of a similar nature anywhere in the world, whether existing before or after the date of the Funding Agreement.

Arts Queensland may use images or material developed through funded initiatives for marketing, reporting or archival purposes and will seek approval from the applicant prior to doing so. Applicants are to advise Arts Queensland if the initiatives incorporates any ICIP, and if there are any restrictions on using the ICIP. Applicants are to advise Arts Queensland of the appropriate acknowledgement of Traditional Owners and the circumstances in which the acknowledgement must be made.

Full details can be found in Arts Queensland's Terms of Funding.

Contact us

Arts Queensland is happy to provide support wherever it can to applicants. Business hours are 9:00am to 5:00pm; Monday to Friday.

Phone: (07) 3034 4016 or toll free 1800 175 531

Email: investment@arts.qld.gov.au

Website: www.arts.qld.gov.au

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.