

# Grant McLennan Fellowship

## Guidelines 2015

### About Grant McLennan

Grant McLennan is acknowledged as one of Australia's greatest songwriters and one of Queensland's first successful cultural exports. As a founding member of the Brisbane band, The Go-Betweens, Grant created an outstanding musical legacy which has paved the way for many great artists and for the burgeoning Creative Industries sector in Queensland. His lyrics captured a unique Queensland spirit and the band was fundamental in bringing Australian music to a global audience. Grant passed away at the age of 48 in May 2006.

### About the Grant McLennan Fellowship

The fellowship will consist of an award of **\$25,000** to a Queensland based contemporary songwriter or songwriting duo. The recipient will undertake a trip of up to six months to either London, Berlin or New York. The Fellowship has been designed to expose the recipient to the full cultural life of one of these cities as a source of inspiration and creativity.

Robert Forster, Go-Betweens co-founder, and Grant's partner, Emma Pursey, contributed towards the development of the Fellowship.

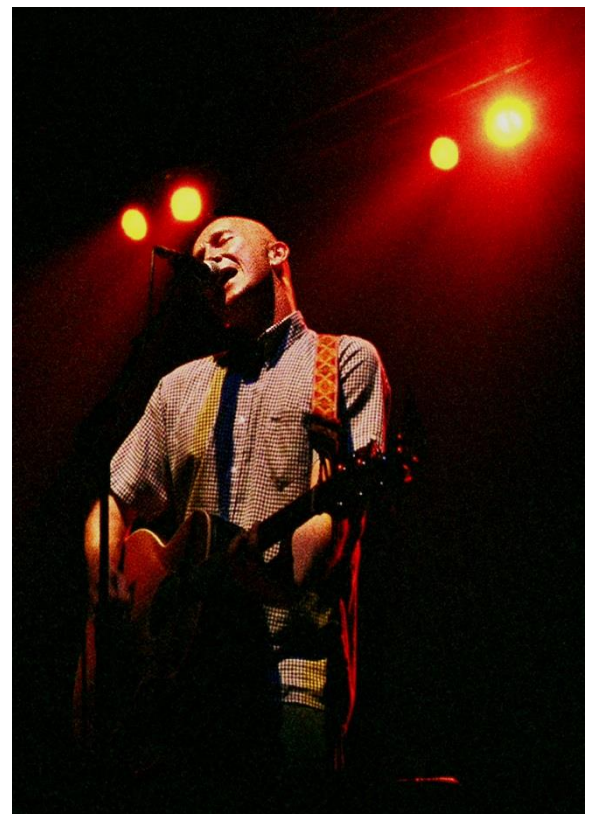
'The Fellowship is to be shaped in accordance with Grant's ideals. Encouragement and respect of other artists at all times, and the belief that an artist needs to be exposed to new challenges and ideas, to create better work.

The Fellowship shall allow a Queensland songwriter each year the opportunity to visit and absorb the music and culture of one of three cities, New York, London, or Berlin. These are three cities Grant McLennan knew well, performed in, and recognised as vibrant centres of ideas that inspired his songs.

Grant would be happy to know fellow Queenslanders would be following in his footsteps, seeking inspiration where he sought it, to the benefit of their own craft, and to the benefit of those in the broader community who shall get to hear it.

Grant loved the arts more than any other person I know. And although forged and continually inspired by his Queensland surroundings, he dreamt of foreign cities, as places to see, and places that he knew would add to his own knowledge and depth as an artist. That this is to continue through the Grant McLennan Fellowship is very pleasing to me, and honours him.'

– Robert Forster, November 2006



# Submitting your application

QMusic is Queensland's peak body for services to contemporary music and have been contracted to manage the Grant McLennan Fellowship on behalf of Arts Queensland.

Applicants are required to apply online through QMusic's website ([www.qmusic.com.au](http://www.qmusic.com.au)). All sections of the online application will need to be completed, addressing all selection criteria and attaching all requested support material. Incomplete applications will not be eligible for assessment. Applicants must only submit one application in each round.

Your application must be electronically submitted by the closing date. Late or incomplete applications will not be assessed.

If circumstances prevent you from being able to submit your application, please contact a QMusic Officer prior to the closing date to make alternative arrangements.

Applicants are responsible for notifying QMusic if their contact details change throughout the assessment process.

Please contact QMusic if you have questions about your application.

Tel: 07 3257 0013

Email: [info@qmusic.com.au](mailto:info@qmusic.com.au)

On their return to Queensland, the Fellowship recipient will provide a legacy object symbolising the Fellowship experience to the Grant McLennan Archive. The Archive is housed and exhibited by the State Library of Queensland. Objects could include diary entries, songs, lyrics or a meaningful object. The recipient will also provide a report to Arts Queensland on the creative and professional outcomes which the Fellowship enabled.

The Grant McLennan Fellowship is delivered through a partnership between Arts Queensland and The Australian Performing Rights Association (APRA AMCOS), and is administered by QMusic.

## Eligibility

Please read this information before commencing your application. Applications deemed to be ineligible will not be assessed.

The Fellowship is for a contemporary music songwriter or songwriting duo with both experience and exceptional talent. Songwriters will need to demonstrate a very strong case for the Fellowship to be awarded early in their career. Although not limited in musical genre, the Fellowship is primarily aimed at songwriters of contemporary popular music.

NOTE: The successful project MUST be completed within 12 months of the Fellowship being awarded.

The Fellowship will be awarded:

- annually
- to an individual or songwriting duo (the Fellowship would be shared)
- once in the life of an individual/songwriting team

All applicants must:

- be not less than 21 years of age on 1st January in the year of application
- be an Australian citizen or permanent resident
- be residing in Queensland
- be a member of APRA AMCOS
- have satisfied the reporting requirements of any previous Arts Queensland grants
- have an ABN
- only submit one application in each round (e.g. songwriting duos may not also submit individual applications)

The Fellowship does not support:

- costs associated with a project or program that has already commenced
- the costs of completing degree courses, theses or university, college or projects undertaken to gain formal qualifications
- the purchase of musical equipment
- Employees of Arts Queensland, QMusic or APRA AMCOS
- Former employees of Arts Queensland, QMusic or APRA AMCOS who ceased employment less than six months before the closing date
- Staff members of an Arts portfolio statutory authority or the Department of the Premier and Cabinet, unless their application includes a covering letter from their employer that states the person's role and employment details and that their application does not relate to carrying out the duties of their role.

# Assessment criteria

Applications for the Grant McLennan Fellowship will be assessed against the following criteria:

- Outstanding artistic and creative potential of the applicant
  - Describe the quality of your work and your talent
- Artistic merit of the Fellowship proposal
  - Describe how you intend to use this fellowship opportunity, by outlining the proposed city, the details of your project, including proposed activities/evidence of research into possibilities, the project objectives and your aspirations for the Fellowship
- Demonstrated professional and/or creative achievement of the applicant
  - Describe your track record, practice and recognition in the contemporary music industry. You may reference reviews, support letters, gig history, training history etc.
- Potential to contribute to the development of contemporary music and songwriting practice in Queensland
  - Describe your future aspirations/career plan and any significant contributions to the Queensland music sector to date.

Applicants are encouraged to research their proposal thoroughly. It is suggested that the proposal include a detailed and specific description of what the applicant intends to do during their Fellowship; the meetings, collaborations and activities the Fellowship will enable. Applications should refer to your support material included to provide evidence of your claims.

The application also includes a budget template, which should detail the way in which the Fellowship grant will be spent. Your budget should be at least \$25,000 to demonstrate how you would utilise all of the Fellowship funds. If your project costs are more than \$25,000, please indicate how you will cover the shortfall (e.g. your own funds, another grant, sponsorship, ticket sales from performances). **Please note that the income and expenditure must balance.**

# Support material

The support material is to include the following items:

- Curriculum vitae  
This is to be a maximum of 2 pages and should include details of your songwriting and music career experience and achievements to date. If you are applying as a duo, this is required for each member.
- APRA AMCOS membership number  
If you are unsure of your membership number, please contact APRA AMCOS Queensland Writer's Services on 07 3257 1007.
- Up to three letters of support from industry professionals.  
Industry professionals are people who have knowledge and experience in the music industry and who are aware of your work. They may include producers, managers, music journalists, publishers, festival directors, leaders of organisations who work in music and respected musicians. Letters should state why they feel the applicant would benefit from the Fellowship at this time in their career, the likely outcomes and opportunities which would arise for the applicant from the Fellowship and the capacity of the applicant to make best use of the Fellowship opportunity.
- MP3s  
Up to 3 tracks of original material.
- Accompanying lyric sheets  
1 song per page, labelled with copyright details. Song writing credits must be included stating whether applicant is sole or primary songwriter or collaboration details.

# Selection process

Assessment and funding decisions are based on the information provided in your application, including support material. All eligible applications will be assessed in terms of how well they address the assessment criteria.

Applications for the Grant McLennan Fellowship will be assessed using the following selection process.

- Step 1: QMusic and APRA AMCOS will undertake eligibility checks of all applications. Ineligible applicants will be notified by email. A QMusic representative, APRA AMCOS representative and an Arts Queensland approved music industry expert will undertake a preliminary assessment of all eligible applications creating an initial list of recommended applicants.
- Step 2: Selected applicants will then be considered by the Fellowship selection panel: Adele Pickvance (Go-Betweens), Ian Haug (Powderfinger) and Sean Sennett (Time Off Media / TOM Magazine). The selection panel will select four applicants as shortlisted finalists to be interviewed.
- Step 3: Those not shortlisted by the selection panel will be notified by email.
- Step 4: Shortlisted applicants will then be invited to participate in an interview with the selection panel and a representative of the McLennan family.
- Step 5: The Fellowship winner will be announced in November.

# Translating and interpreting services

Applications and support material 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.

# If your application is successful

## Letter of offer processes

QMusic will send you a request for your payment details and two copies of the funding agreement.

- sign and date both copies of the funding agreement.
- return both copies with your payment details.

QMusic will return one counter-signed copy of the funding agreement for your records.

## Acknowledgements

All successful Fellowship recipients will need to acknowledge Arts Queensland's, APRA AMCOS and QMusic's support in all published material associated with the Fellowship. Further information about the use of the Arts Queensland logo and a standard text of acknowledgement is available from the Arts Queensland website [www.arts.qld.gov.au/funding](http://www.arts.qld.gov.au/funding). For APRA AMCOS acknowledgement instructions, please contact Chris O'Neill [coneill@apra.com.au](mailto:coneill@apra.com.au)

## Proposal variation

Fellowship funds cannot be used for any activities except those specified in your application and the program's guidelines and letter of offer, unless a variation of the funding agreement is sought and approved in writing by QMusic.

You should advise QMusic in writing immediately if there are changes to:

- timelines
- budget
- location
- anything else that would alter the outcomes of the Fellowship from your original application.

If you anticipate any possible changes, you should contact QMusic. If you fail to obtain written approval for any changes, you may be required to repay the Fellowship grant and you will not be eligible for future funding from Arts Queensland.

## Tax

Funds received from this Fellowship may be considered as part of your income in a financial year and may therefore be subject to tax. Under the tax system introduced on 1 July 2000, grants paid to artists and arts organisations may be subject to the Goods and Services Tax (GST).

### Please note:

- QMusic cannot give specialist advice about taxation or legal issues. Further information about the GST and other tax issues is available from the ATO's website at [www.ato.gov.au](http://www.ato.gov.au) or the Business tax enquiries line 13 28 66 or Personal tax enquiries line 13 28 61.
- Fellowship recipients will need to take into consideration the impact of this income on their personal financial situation. Taxation requirements will need to be planned for.

## Goods and services tax (GST)

If you have an Australian Business Number (ABN) and are registered for GST, your grant will be grossed up by 10 per cent to cover the GST liability. QMusic will issue Recipient Created Tax Invoices on your behalf with your payment/s.

Please note that your funding agreement incorporates the following terms:

- a. You will not issue invoices in respect of the supply
- b. You acknowledge that you are registered for GST when you entered into this agreement and that you will notify QMusic if you cease to be registered for GST
- c. You will provide all necessary information to QMusic to enable QMusic to issue correct Recipient Created Tax Invoices.

A copy of the Recipient Created Tax Invoice for your records and taxation purposes will be provided with your payment/s.

If you have an ABN but are not registered for GST, any grant QMusic pays to you will not be grossed up for a GST component. This is because you will have no liability to remit any part of the grant money to the ATO. QMusic will not issue an invoice on your behalf.

## Reporting on your project outcomes

### Fellowship acquittal

Fellowship recipients will be required to provide an appropriate written outcome report and financial acquittal to QMusic on the completion of the Fellowship detailing the impact of the Fellowship on the individual or duo's creative development and the skills and/or professional development opportunities that were created as a result of the Fellowship.

Your Outcome Report should be returned to QMusic within four weeks of the agreed completion date of the Fellowship and is to provide information about the Fellowship, the outcomes achieved and how the funds were spent.

All Outcome Reports should include the following:

- details about the Fellowship experience and any outcomes including successes, short-term and long-term benefits and any difficulties you experienced during the Fellowship and what you learnt from them
- documentation including photographs, videos, recordings, press clippings and/or programs, which should acknowledge Arts Queensland funding as appropriate.
- a short reflection piece detailing key learnings from your experience during and after the Fellowship. (This may be utilized by Arts Queensland, for eg: in a blog post or news quote)

### Late outcome reports

If you need advice about preparing your Outcome Report or you have concerns about the agreed date, you should contact QMusic. If your Outcome Report is more than one month late, this may affect how your future applications to Arts Queensland and QMusic are considered in terms of financial integrity and managerial competence.

### Unsatisfactory outcome reports

If you anticipate any difficulties with your Outcome Report, you should contact QMusic. If your Outcome Report is unsatisfactory, you will be notified by QMusic within four weeks of submitting the report and further information may be required. If you fail to provide the information, you may be required to repay the grant and you may not be eligible for future Arts Queensland funding.

If your Outcome Report is satisfactory, you will be notified by QMusic that the Fellowship has been acquitted.

# Contact QMusic

For further information about the Fellowship, please contact:

- Telephone QMusic (07) 3257 0013
- Email [info@qmusic.com.au](mailto:info@qmusic.com.au)
- Online applications here: <http://www.qmusic.com.au/?contentID=822>