

Regional Arts Fund Queensland

Frequently Asked Questions 2017

What is the Regional Arts Fund?

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

The objectives of the fund are to support and promote 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.

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.

Who can apply for RAF?

Applications to either one of the two RAF funding streams will be accepted from individuals, groups and incorporated not-for-profit organisations which reside in postcodes classified as regional according to the Modified Monash Model: http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/content/MMM_locator

MMM1 locations are ineligible, MMM2 - MMM7 are all eligible.

Applicants need to check their postcode eligibility for RAF at this website.

All applicants applying for and receiving funding administered by Arts Queensland must have an active Australian Business Number (ABN) that is in the name of the applicant as an Individual/Sole trader or the organisation.

Further details on applying for an ABN can be found at: <https://abr.gov.au/>

How much can applicants apply for?

There are two streams within RAF funding, eligible applicants can apply for the following maximum amounts:

RAF Stream	Amount
Community Project grants	Up to \$30,000
Quick Response grants	Up to \$3,000

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 suit individual professional development.

What are the timelines for RAF in 2016?

Round 1 2017

RAF Stream	Amount	Opens	Closes	For projects commencing	Successful applicants announced
Community Project Grants	Up to \$30,000	30 January 2017	15 March	1 July 2017	June 2017 (TBC)
Quick Response	Up to \$3,000	Rolling 30 January to 30 June 2017	30 June 2017 OR sooner. Note: The fund will close when funds have been expended	A minimum of four weeks after application is received	Applicants are notified 10-15 business days after application received

Round 2 2017

RAF Stream	Amount	Opens	Closes	For projects commencing on or after	Successful applicants notified
Community Project Grants	Up to \$30,000	17 July 2017	24 August 2017	1 January 2018	December 2017 (TBC)
Quick Response	Up to \$3,000	Rolling from 17 July to 30 November 2017	30 November 2017 OR sooner Note: The fund will close when funds have been expended.	A minimum of four weeks after application is received	Applicants are notified 10-15 business days after application received

How do I apply?

From January 2017 applications for RAF Community Project Grants and RAF Quick Response Grants are made online through the Arts Queensland Smarty Grants application portal. See RAF Guidelines for Queensland links.

What are the key steps in the application process?

Applicants need to:

- be familiar with the RAF Queensland Guidelines and Frequently Asked Questions (available on the Arts Queensland website)
- complete all the fields of the online form
- provide information and evidence that is clear and succinct for the assessors and ensure that application content responds to the fund criteria
- upload relevant support material that strengthens the application
- for projects involving Aboriginal and Torres Strait Islander peoples, support of community and/or Elders and/or Traditional owners is essential

Can I apply for 100% of the project costs?

Applications will be deemed ineligible if applying for 100% of project costs. Proposals that identify support (both cash and in-kind) for projects from other funding sources or generate income to achieve the RAF objectives will be viewed favourably. Applicants are also encouraged to put a realistic value on 'in-kind' assistance from the community for the project.

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 of quality, demand, stakeholder and community support.

You evidence could include;

- survey results from past audiences, participants or community members
- evaluation 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
- 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
- inkind support from venue/gallery owners or managers, local councils, volunteers.

How are applications assessed?

The Community Project and Quick Response grant applications will be assessed by a panel of peer assessors drawn from the [Arts Queensland Peer Assessment Pool](#) . Assessors are selected for the panel based on their arts and cultural expertise and experience in delivering arts and cultural experiences in regional communities.

Step 1: Arts Queensland checks eligibility

Step 2: The RAF Assessment Panel will assess your application against the fund criteria (quality, reach, impact and viability) and moderate against fund objectives with consideration of available funding.

In the case of Community project grants up to five assessors will assess applications.

For Quick Response grants two assessors will assess applications.

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

Criteria	Possible considerations Community Project Grants	Possible considerations Quick Response Grants	
Impact	Increases employment and professional development opportunities for artists and arts workers living in regional and remote locations	<ul style="list-style-type: none"> • In what ways does the project provide opportunities for artists and artworkers in regional and remote Queensland? • Does the project provide skills development opportunities for individuals or organisations in regional and remote Queensland? • Does the project promote partnerships and networks that support community and artistic practice and exchange? 	<ul style="list-style-type: none"> • What impact does the proposed activity have for the individual or the organisation? • Are there outcomes for the wider community or the arts sector generally?
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"> • 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? • Does the project have long-term benefits to sustain arts and cultural activity? 	<ul style="list-style-type: none"> • Is the financial request commensurate with proposed outcomes? • Does the project identify future ongoing development?

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

Yes you can. Applications will not be considered from individuals or organisations that have not satisfactorily acquitted previous grants from RAF or other Commonwealth Arts and Cultural funds or other Arts Queensland funds.

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. Applicants may be put forward as partners or project workers on other eligible projects in any funding round.

Where can I find help on applications for arts and cultural funding?

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 the Arts Queensland's Arts Acumen webpage: www.arts.qld.gov.au/arts-acumen

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, artworkers 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