**Spaces and Places Activation**

**Guidelines**

**Introduction**

Arts Queensland is committed to ensuring regional Queenslanders have access to quality arts and cultural experiences. The COVID-19 pandemic has significantly impacted regional Queensland, with restrictions affecting employment and participation in arts and cultural activities, decreasing local expenditure in regional tourism destinations.

There is an opportunity for arts and culture to stimulate regional recovery through activations that attract cultural tourism, address local resilience and place-making, support regional venues, drive local employment and engage audiences.

We are seeking Expressions of Interest from a range of individuals and organisations to provide projects that stimulate cultural tourism recovery in regional Queensland.

**What is Spaces and Places Activation?**

Arts and cultural activation and programming that enlivens spaces and promotes cultural vitality, attracts new visitors and generates opportunities for regional Queensland.

.

*Spaces and Places* *Activation* supports three distinct strands of activity:

* commissioning vibrant, high-quality new works for presentation at regional festivals and events, across all art forms
* public art installations and initiatives that activate spaces in, and between, regional places
* performing arts and live music touring that create destination events in regional Queensland

Through *Spaces and Places Activation*, funding will support innovative projects that aim to drive cultural and economic outcomes for regional Queensland, including:

* the creation of significant new art works and experiences presented across regional Queensland
* attracting visitation to regional Queensland destinations, events and festivals
* promoting Queensland artists and creative businesses, and increasing paid employment and capacity building opportunities
* facilitating opportunities for audiences to access arts and culture in their local communities and build community confidence towards recovery.

**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.*

Expressions of Interest which include the following target groups as creators, participants or audiences will strengthen the implementation of Queensland Government commitments:

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

*\*Note that funding recipients are expected 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 target groups where appropriate as well as to regional Queenslanders.

**What can you seek funding for?**

*Spaces and Places Activation* provides funding of up to $250,000 which can be used to cover the cost of creative development and delivery of innovative arts and cultural activations. *Spaces and Places Activation* is designed to provide immediate support to the development of innovative projects of scale which have established a solid business case for the activity, and that attract visitation to regional Queensland.

Funding may be sought across three streams of activity. Projects that deliver against more than one of these streams are eligible, and the project should be submitted together as one Expression of Interest:

* **Commissioning vibrant, high-quality new works for presentation at regional festivals and events:**
  + You may request funding to support the commissioning, development and presentation of a significant new work, in any art form, at regional Queensland festivals and events. Employing Queensland artists and creative businesses, the new work will add substantial value to the festival or event, increase local participation and engagement, and will attract visitation to regional Queensland.
* **Public art installations or initiatives that activate spaces in, and between, regional places:**
  + You may request funding for the commission and production of distinctive and innovative public art activities with significant cultural value that engage local communities and attract visitation to regional Queensland. Your project will employ Queensland artists and creative workers, as well as Queensland businesses, in design and production.
* **Performing arts and live music touring in regional Queensland:** 
  + You may request funding to create tours of performing arts and live music product that create destination events, attracting visitation to regional Queensland. Tour events will contribute to regional economy and enhance the profile of regional locations, support employment of artists and arts workers, offer opportunities for venues, and create sustainable business models. Funding may cover tour development, administration costs, and touring costs for artists. Consideration will be given to supporting product development and staging and production costs for projects with a significant value proposition.

**Assessment criteria**

In preparing your Expression of Interest, you will be required to address how your project drives cultural and economic outcomes for regional Queensland and how well your activation meets the following assessment criteria. The indicators listed are a sample of the types of evidence needed to demonstrate achievement of each criterion:

***Quality***

* Artistic merit and innovation of the proposed arts and cultural activation, as evidenced in the material provided.
* The proposed approach is appropriate to deliver a significant arts and cultural activation that provides short-term and long-term outcomes for regional communities and the arts and creative industries sectors.
* Demonstrated track record in delivery of unique arts experiences.

***Reach***

* Evidence that the activation will increase local and visitor audience accessibility to distinctive and engaging arts and cultural experiences.
* Evidence of meaningful community engagement and consultation with relevant regional Queensland communities, including culturally appropriate consultation with First Nations Elders and communities, resulting in an approach that responds to local community and contributes to sense of place and regional identity.
* Evidence of effective partnership with the relevant Regional Tourism Organisation, local council/s and/or Regional Arts Services Network (RASN) Provider, to showcase and promote the activation throughout the region and more widely.

***Impact***

* Evidence that the project maximises opportunities for employment, training and development of regional Queensland’s arts and cultural sector, and supports local supply chain.
* Suitability of approach to ensuring that the arts and cultural activation will have significant cultural value that strengthens Queensland’s reputation as an arts and cultural tourism destination and attracts visitation.
* Creates new partnerships between commercial and private sector, local government and the arts sector.
* Evidence that the project contributes to local economies through supporting a Queensland-based supply chain for the production of public artworks, where applicable.

***Viability***

* Demonstrates project readiness and confirmed local council approvals.
* Evidence of cash or in-kind support from relevant local councils and Regional Tourism Organisations.
* A viable, value-for-money budget that is realistic for scale and proposed impact.
* Proven capacity to manage and deliver a project of scale of proposal, in partnership with local stakeholders.
* Suitability of approach and project plan to achieve the stated outcomes.

**Who can submit an Expression of Interest?**

* Individual artists, arts workers, producers and promoters
* Festivals, events, and arts and cultural organisations
* Local government
* Private sector entities

To be **eligible**, all applicants must:

* be an individual, business or organisation that is based in Queensland, or be an individual, business or organisation with a Queensland-based delivery partner.
* have an active Australian Business Number (ABN) that is in the name of the applicant.
* be over 18 years of age or have the Expression of Interest co-signed by their legal guardian confirming they will take responsibility for managing any funding that may be offered to the applicant.
* have satisfied the reporting requirements of any previous Arts Queensland funding.

Expressions of Interests will be deemed **ineligible** if:

* they are submitted after the published Expression of Interest closing date.
* they are incomplete or do not contain all compulsory support material.
* the activities occur before 1 November 2020.
* more than one Expression of Interest is submitted for the same project. Projects that deliver across more than one *Spaces and Places Activation* funding stream should make one submission only.
* the applicant is a current Arts Queensland employee or previous employee who ceased employment less than six months prior to the Expression of Interest closing date.
* the applicant is an employee of an Arts Statutory Body or the Department of Environment and Science, unless the Expression of Interest includes a covering letter from the applicant’s employee detailing the applicant’s role and employment details, a statement that the Expression of Interest does not relate to carrying out duties of their role and how any potential conflict of interest will be addressed.
* the applicant is an educational institution (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 does not receive direct financial support from the institution).
* the applicant is a state government agency.
* The applicant includes a request for purchase of capital or equipment.
* Applicants who are recipients of core and/or administered funding through Arts Queensland must demonstrate how the activity differs from what the organisation is currently funded to deliver. These applicants should not include the administration costs in their Expressions of Interest.
* Applicants who have received funding from other Government sources must evidence these within their budget.
* The proposed activities are the responsibility of a different specialist funding body or government agency.

**How much funding you can request?**

*Spaces and Places Activation* funding of up to $250,000 may be requested towards the development and delivery of arts and cultural activations in any of the three streams.

**Expression of Interest process**

***Step 1***

It is recommended that all applicants make contact with Arts Queensland to determine the suitability of the Expression of Interest prior to submission.

***Step 2***

There is one round of *Spaces and Places Activati*on in 2020. Expressions of Interest will be checked by Arts Queensland for eligibility.

***Step 3***

If it meets the eligibility criteria your Expression of Interest will be assessed by the external Arts Assessment Panel.

The Panel will:

* assess your Expression of Interest against the program criteria and moderate with consideration of: available funding; balance across art forms; geographic spread, target gross and government priorities; and
* make recommendations to the Minister for the Arts.

***Step 4***

The Minister for the Arts will consider the recommendations and make a final decision on the funding offer.

***Step 5***

You will be advised of the decision and the funding offer.

**How to submit an Expression of Interest**

Expressions of Interest will open on 15 July and close on 21 August 2020.

You can submit an Expression of Interest to AQ through Smarty Grants via the AQ website or via a USB device posted to our office. AQ cannot accept emailed or hand-delivered Expressions of Interest.

To submit online, visit the following web link to access the Expression of Interest form, and submit by 4pm on 21 August 2020: <https://artsqueensland.smartygrants.com.au/SandP>

If you do not have online access, you can post a USB (memory stick) containing:

* a completed *Spaces and Places Activation* Expression of Interest
* all relevant support material (maximum 20MB).

Note that if you choose to submit an Expression of Interest using this method, your Expression of Interest must be readable on commonly available software, must be received before or on the submission deadline. USB devices will not be returned to you.

USB devices must be posted (in a padded envelope with your contact details) to:

Arts Queensland

GPO Box 1436

Brisbane QLD 4001

**What to attach**

Support material is important to provide evidence of the information and claims in your Expression of Interest.

**Compulsory –** Expressions of Interest that do not include all compulsory support material will be ineligible.

* Letters of confirmation of support from key stakeholders (i.e. local council, Regional Tourism Office, or festival/event managers) and from other stakeholders (i.e. venues, local events and tourism organisations, audiences).
* Evidence of relevant approvals from local council, land owners or other regulatory bodies where applicable.
* Examples of work that demonstrate the quality of the event, artwork, performance, cultural workers or artists involved in the arts and cultural activation.
* Certificate of public liability insurance.
* For proposals involving Aboriginal and Torres Strait Islander people please provide evidence you have followed required protocols to obtain support and confirmation of involvement from the relevant people, communities and organisations.
* For proposals involving people from culturally and linguistically diverse backgrounds; people with disability; children or young people, please provide evidence you have followed required protocols to obtain support and confirmation of involvement from the relevant communities and organisations.

**How to manage a successful application**

**If you are approved for funding, for the purposes of delivery and acquittal of your activity, the Funding Agreement will be made up of;**

* + 1. The Guidelines pertaining to the grant fund as specified in the application
    2. The application, Letter of Offer and any schedules or attachment
    3. The Terms of Funding (Version 7) as found [here](https://www.publications.qld.gov.au/dataset/info-arts-funding-applicants/resource/ee0fd828-2464-4209-bc19-113dbd7474e5).

**Where can I find support in preparing my Expression of Interest?**

Read the available *Spaces and Places Activation* program documents:

You can find *Spaces and Places Activation* Frequently Asked Questions, Information for Applicants, and other information from <https://www.arts.qld.gov.au/aq-funding/spaces-and-places>

***Explore Arts Acumen:***

Arts Acumen is an online resource provided by Arts Queensland, 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: <http://www.arts.qld.gov.au/arts-acumen/resources/funding-application-writing>.

***Contact us:***

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

Email: [investment@arts.qld.gov.au](mailto:investment@arts.qld.gov.au)

Website: [www.arts.qld.gov.au](http://www.arts.qld.gov.au)

**Translating and interpreting services**

Expressions of Interest 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

**Acquittal requirements**

You will be required to submit an outcome report to Arts Queensland within 50 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.