

Privacy, eligibility and help

* indicates a required field

Privacy statement

By completing this application you understand and agree to the way in which Arts Queensland and its third party service providers collect and manage your personal information. For further Arts Queensland privacy information go to <https://artsqueensland.smartygrants.com.au/>. For information about [OurCommunity's privacy policy and terms of use](#).

Help

Please read the following to help in completing this form:

- [Program Guidelines](#)
- [Program FAQs](#)
- [Industry Briefing](#)

For general advice on funding applications visit our [Arts Acumen](#) page.

* **Note:** Additional questions were added to this application form on 17 December 2024. These questions have been set as non-mandatory for the submission deadline of 20 January 2025. However, they must be completed by 5pm 3 February 2025. If you require additional time to complete these questions after the submission deadline, please contact Arts Queensland at organisationsfund@arts.qld.gov.au.

Eligibility

To be eligible for the Organisations Fund, applicants must satisfy all of the eligibility criteria in the guidelines.

Applicants and applications that don't meet the criteria below will not be assessed.

Applicants

Your organisation must meet the following criteria to be eligible:

- Be a small to medium business with an annual turnover of less than \$5m
- Have a primary or strategic focus on the delivery of arts and cultural products or services in Queensland
- Have a registered Queensland business address and staff permanently based in Queensland
- Be an incorporated legal business entity, with an active Australian Business Number (ABN) in the exact name of the applicant
- Have a bank account in the same exact name as the applicant
- Have completed any Arts Queensland reporting that is due
- Not owe Arts Queensland any money

Organisations Fund 2026-2029

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- Have at least two years of activity and two years of audited or certified financial statements to be able to provide compulsory support material

You **cannot** apply to the Small to Medium Organisations stream if you are:

- An individual or sole trader, a family trust, or an individual applying on behalf of a trust
- A government entity, or any entities owned or controlled by local, state or federal governments
- An educational institution seeking funding for core business**
- An Arts Statutory Body or Arts Owned Company
- Funded under the National Performing Arts Partnership Framework or or the Backing Indigenous Arts Initiative
- An organisation with a focus on screen, streaming or television content development activities, games, or film making or presentation activities.
- Under notice that you are to be placed under external administration; petitioning for bankruptcy; or winding up/ deregistering an organisation/business.

Applications

To be eligible your **application** must:

- Be complete and include all the compulsory support material
- Be for activity that starts after the published 'activity start date' for this fund
- Be submitted by the published closing time and date of the funding round
- Be submitted via SmartyGrants, unless given written permission by Arts Queensland to submit the application in another way
- **Not** be auspiced.

**Arts Queensland will consider a waiver, on a case-by-case basis, on applications from arts and cultural organisations that are directly supported or owned by an academic and/ or training institution. A waiver must be requested and additional support material may be required. See guidelines for details.

Do you satisfy all the eligibility criteria as outlined above and in the guidelines? *

Yes No Not sure

[Guidelines](#)

If your organisation is a tertiary, academic or training institution or is owned by an LGA, have you contacted Arts Queensland to check if you are eligible or need to submit a waiver? *

Yes No N/A

Your application is not saved until you click on the Save Button. Please ensure that you regularly save your application.

Contact Arts Queensland

Email organisationsfund@arts.qld.gov.au as soon as possible for advice on your eligibility.

It may be possible to request a waiver. Waiver requests must be submitted by 22nd November 2024.

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We strongly recommend that you submit your waiver request as soon as possible so that you do not waste effort on your application if you are not eligible for funding.

Applicant details

* indicates a required field

Organisation name *

Organisation Name

Street address *

Address

If your address is not found, click on - Can't find my address - and fill out the address in the space provided.

Postal address *

Address

If your address is not found, click on - Can't find my address - and fill out the address in the space provided.

General contact number *

Please enter area code

Mobile phone number

Must be an Australian phone number.

Organisation website

Must be a URL

Primary contact email *

Must be an email address.

Legal status (e.g. Incorp. assoc.) *

Contact person for this application *

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Position in the organisation *

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Contact Office Phone Number *

Must be an Australian phone number.

Contact Mobile Phone Number

Must be an Australian phone number.

Contact email *

Must be an email address.

State Electorate and Local Government Area (LGA)

Select your State Electorate. *

Search your address on the [Electoral Commission Queensland website](#) to find your electorate.

Select your Local Government Area (LGA). *

Search your location using the [Queensland place names search website](#) to find your Local Government Area (LGA).

Australian Business Number (ABN) details

ABN must be registered in the same name as the applicant name - funding cannot be provided through auspicing arrangements.

Applicant ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

GST Registered *

Yes

No

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Trading name (if different)?

Has your organisation received any type of Arts Queensland funding before? *

Yes

No

If yes, under what name? *

Is your organisation at least 50% owned or led by First Nations people? *

Yes

No

Do you wish to be assessed by a 100% First Nations panel of assessors? *

Yes

No

Your application is not saved until you click on the Save Progress Button. Please ensure that you regularly save your application.

Your organisation summary

* indicates a required field

Funding program (do not edit this field)

Organisations Fund 2026-2029

This question is read only.

What is your organisation's primary art form? (please select one only) *

Classical Music

Dance

Writing

Contemporary Music

Theatre

Multi-arts

Community Engagement

Visual arts, craft and design

Circus and Physical Theatre

Provide a brief summary of your organisation, including an outline of your core activity and the role you play in the Queensland arts sector. *

Must be no more than 300 words.

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Does your organisation benefit specific communities through its activities? Do not select a target group if your activities are generally available to all members of the community.

- | | |
|--|--|
| <input type="checkbox"/> Aboriginal peoples | <input type="checkbox"/> People from culturally and linguistically diverse backgrounds |
| <input type="checkbox"/> Torres Strait Islander peoples | <input type="checkbox"/> Older people (over 55 years of age) |
| <input type="checkbox"/> Australian South Sea Islander peoples | <input type="checkbox"/> Youth (12 - 25 years of age) |
| <input type="checkbox"/> Regional Queenslanders | <input type="checkbox"/> Children (0-11 years) |
| <input type="checkbox"/> People with disability | <input type="checkbox"/> LGBTIQ+ |

Strategic Plan

Upload your Strategic Plan. Your Strategic Plan must cover at least 3 years of the funding period. *

Attach a file:

A maximum of 1 file may be attached.

Annual funding request

The minimum funding amount you can request from the Fund is \$100,000 per annum (for four years).

Annual funding request

*

Must be whole dollars

What are you planning to allocate Arts Queensland's funding to? *

Your organisation's people

* indicates a required field

Staff

Upload a copy of your staffing structure or organisation's chart *

Attach a file:

This should show the job title and current FTE of the role and any reporting lines

List all the HR and Occupational Health and Safety policies you have for your organisation.

You may be asked to provide copies of these if you are successful in your application

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* If the above question is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. This question must be completed by 5pm 3 February 2025.

Upload short bios of your management team *

Attach a file:

You may be asked to provide copies of these if you are successful in your application

Do you have an ensemble as part of your core operations? *

Yes

No

For the purposes of this Fund an ensemble is a group of musicians, dancers, or actors who perform together, and are engaged by the organisation in an ongoing way rather than being brought together for individual projects.

Total paid employees for last full financial year

Full-time equivalent, or FTE, measures the total amount of full-time employees working at any one organisation. It is a way of adding up the hours of full-time, part-time and various other types of employees into measurable 'full-time' units. For example if your full time staff hours are 40 hours per week, then two staff working 20 hours a week each would equal 1 FTE.

Total Headcount in each column should be the sum of Fulltime + Part Time + Casual + Project-based employees.

If you have no employees in a category, please enter "0".

	All Employees	Queensland Employees
FTE *	Total Headcount *	Total Headcount *
<input type="text"/>	<input type="text"/>	<input type="text"/>
Must be a number.	Must be a number.	Must be a number.
	Full time *	Full time *
	<input type="text"/>	<input type="text"/>
	Must be a number.	Must be a number.
	Part-time *	Part-time *
	<input type="text"/>	<input type="text"/>
	Must be a number.	Must be a number.
	Casual *	Casual *
	<input type="text"/>	<input type="text"/>
	Must be a number. Count people who have regular and ongoing paid employment with your organisation in a casual capacity. For example regular workshop tutors or front of house staff.	Must be a number. Count people who have regular and ongoing paid employment with your organisation in a casual capacity. For example regular workshop tutors or front of house staff.
	Project based *	Project based *

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Must be a number.
Count here people whose employment is related to specific projects and is not ongoing.

Must be a number.
Count here people whose employment is related to specific projects and is not ongoing.

How many people are in your ensemble? *

Must be a number.

What are the terms of their engagement? *

For example full time, 0.6 FTE or 30 weeks a year

Upload short bios of your ensemble, including their home town or city *

Attach a file:

Arts Queensland is keen to understand to what extent the workforce of the arts and cultural sector is reflective of the diversity of Queenslanders.

Where your organisation has some or all of this aggregated data please share it. These questions are not compulsory.

Of the total of your Full time, part time and casual staff, how many are:

Number of Staff members who are...

Female

Must be a number.

Gender diverse/ Non binary

Must be a number.

Aboriginal

Must be a number.

Torres Strait Islander

Must be a number.

Both Aboriginal and Torres Strait Islander

Must be a number.

From Culturally and Linguistically Diverse backgrounds

% of Staff members (autocalculated)

% Female

This number/amount is calculated.

% Gender diverse/ Non binary

This number/amount is calculated.

% Aboriginal

This number/amount is calculated.

% Torres Strait Islander

This number/amount is calculated.

% Both Aboriginal and Torres Strait Islander

This number/amount is calculated.

% From Culturally and Linguistically Diverse backgrounds

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Must be a number.

People with disability or d/Deaf

Must be a number.

LGBTIQA+

Must be a number.

This number/amount is calculated.

% People with disability or d/Deaf

This number/amount is calculated.

% LGBTIQA+

This number/amount is calculated.

Do you have a Board or management committee? *

Yes

No

Give an outline of how your organisation makes strategic decisions, and the processes or structure it uses to govern itself. *

Board or Management Committee

How many people are on your Board or Management Committee? *

Must be a number.

Upload short bios of all your Board or Management Committee members *

Attach a file:

Describe any key features of your Board. For example sub committees or compulsory giving etc. *

Arts Queensland is keen to understand to what extent the leadership of arts and cultural organisations is reflective of the diversity of Queenslanders.

Where your organisation has some or all of this aggregated data please share it. These questions are not compulsory.

Number of Board members who are... % of Board members (autocalculated)

Female

Must be a number.

% Female

This number/amount is calculated.

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Gender diverse / Non binary

Must be a number.

% Gender diverse / Non binary

This number/amount is calculated.

Aboriginal

Must be a number.

% Aboriginal

This number/amount is calculated.

Torres Strait Islander

Must be a number.

% Torres Strait Islander

This number/amount is calculated.

Both Aboriginal and Torres Strait Islander

Must be a number.

% Both Aboriginal and Torres Strait Islander

This number/amount is calculated.

From Culturally and Linguistically Diverse backgrounds

Must be a number.

% From Culturally and Linguistically Diverse backgrounds

This number/amount is calculated.

People with disability or d/Deaf

Must be a number.

% People with disability or d/Deaf

This number/amount is calculated.

LGBTIQA+

Must be a number.

% LGBTIQA+

This number/amount is calculated.

First Nations Owned and Led Organisations

What percentage of your Board or managing committee is:

Aboriginal

Must be a number.

Torres Strait Islander

Must be a number.

Both Aboriginal and Torres Strait Islander

Must be a number.

Neither Aboriginal or Torres Strait Islander

Must be a number.

The numbers above must total 100 percent

This number/amount is calculated.

The total of Aboriginal, Torres Strait Islander and Both Aboriginal and Torres Strait Islander must be at least 50% *

Must be a number and at least 50.

Volunteers

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How many volunteers does your organisation engage in a year to help deliver your activities?

Must be a number.

Describe the key roles your volunteers fulfil in your organisation

If you do not have any volunteers please write N/A in the text box

Your program

* indicates a required field

Activities and Services

Please note: Maximum 50MB of support material allowed.

IF YOU ARE UPLOADING MULTIPLE FILES IT IS RECOMMENDED THAT YOU SAVE YOUR PROGRESS AFTER ATTACHING 3 FILES.

Upload a summary of key activity and achievements for the previous two years, including any highlights and key collaborations and partnerships *

Attach a file:

A maximum of 1 file may be attached.
No more than four pages.

Upload details of your planned activity for the first year of the funding period. *

Attach a file:

A maximum of 1 file may be attached.
No more than two pages. Applicants that budget on a financial, not calendar year, should include activity from 1 January 2026 to 30 June 2027.

Upload a summary of your planned activities for Years 2 to 4 of the funding period *

Attach a file:

A maximum of 1 file may be attached.
No more than three pages.

Tell us about who you engage with at the moment and your development strategy for future engagement, including any partnerships. Consider: audiences, participants, members, and/or community as relevant to your organisation *

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Word count:

Must be no more than 500 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

Upload examples of critical, audience or participant responses to your past work and activities. This could also include impact studies or external evaluations. *

Attach a file:

A maximum of 3 files may be attached.

Upload examples of previous work relevant to future planned activities or attach links below

Attach a file:

A maximum of 3 files may be attached.

Links to support material:

Link 1

Must be a URL.

Link 2

Must be a URL.

Link 3

Must be a URL.

Any other supporting or explanatory information in support of your application.

Attach a file:

A maximum of 2 files may be attached.

Please label documents clearly.

How your organisation is run

* indicates a required field

Describe your Programming or artistic decision-making framework - i.e. how activities are decided on, and what are the consultation, cultural engagement or data analysis processes you use to inform your decision-making *

Organisations Fund 2026-2029

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Word count:

Must be no more than 400 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

Provide a brief overview of your organisation's top strategic priorities for 2026-2029 *

Word count:

Must be no more than 300 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

List between 3 and 5 key performance indicators (KPIs) that your organisation uses to measure how effective it is at achieving its mission *

Word count:

Must be no more than 200 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

Demonstrate how your organisation is performing against the key performance indicators listed *

Word count:

Must be no more than 300 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

What are the top three opportunities you can see to strengthen your organisation and how will you achieve them? *

Word count:

Must be no more than 500 words.

If the answer to any of these questions is contained in any of your document uploads please write "Contained in [document name] on page X" or "Contained in [document name] on pages X to Y"

Describe how your organisation applies the principles of the Cultural Engagement Framework to your business operations. *

Word count:

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Must be no more than 400 words.

You can find Arts Queensland's Cultural Engagement Framework here <https://www.arts.qld.gov.au/projects-and-initiatives/first-nations-arts-and-cultures-panel/cef>

Risk

Upload your Risk Framework *

Attach a file:

A maximum of 1 file may be attached.

What are the organisation's top three risks and how are you mitigating them? *

How would you mitigate the risk that you don't receive Organisations Fund funding at the level you requested? *

Word count:

Must be no more than 200 words.

Financial history

* indicates a required field

Does your Organisation report on a Calendar or Financial Year basis? *

- Calendar - January to December Financial - July to June

Do you receive Organisation Fund 2022-2025 Funding or First Nations Pathways Funding or multi-year Transition Funding? *

- Yes No

Are you applying as? *

- A standalone organisation that is its own legal entity
 A separate legal entity within a larger organisation (e.g. a controlled entity)
 Not a separate legal entity - a business unit or subsidiary of a larger organisation

Summary of Financial Statements - Calendar Year

Separate legal entities should provide their entity information.

If you are not a separate legal entity provide the financial information for your business unit here. There will be a separate section for the historical information of the larger legal entity to which you belong.

* If this section is not complete when you submit your application (Current Liabilities and Equity fields), please contact Arts Queensland at organisationsfund@arts.qld.gov.au to

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request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

2024 - Forecast

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2023

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2022

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2021

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2020

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

Parent entity historic financial statements - Calendar year

* If this section is not complete when you submit your application (Current Liabilities and Equity fields), please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

2023

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Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2022

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2021

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2020

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

Summary of Financial Statements - Financial Year

Separate legal entities should provide their entity information.

If you are not a separate legal entity provide the financial information for your business unit here. There will be a separate section for the historical information of the larger legal entity to which you belong.

* If this section is not complete when you submit your application (Current Liabilities and Equity fields), please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

2024-2025 - predicted

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2023-2024

Organisations Fund 2026-2029

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Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2022-2023

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2021-2022

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2020-2021

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

Parent entity historic financial statements - Financial year

* If this section is not complete when you submit your application (Current Liabilities and Equity fields), please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

2023-2024

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2022-2023

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

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2021-2022

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

2020-2021

Income	Expenditure	Current Assets	Current Liabilities	Net Liabilities	Equity
(\$)	(\$)	(\$)	(\$)	(\$)	(\$)

Financial statements - Calendar Year

If you are a separate legal entity (e.g. a controlled entity within a larger organisation) you should provide historical and forward financial information for your entity only.

If you are not a separate legal entity, you are required to provide:

- historical information for both the larger legal entity and your business unit, clearly labelled
- forward/forecast budgets for your business unit only

Financial statements provided should be signed.

If you are required under legislation to audit/review/verify your financial statements, you must upload financial statements that comply with your regulator's obligations.

If not, you must upload financials that have been signed by your Chair/CEO as being true and correct.

Attach forecast profit and loss for 2024 *

Attach a file:

A maximum of 1 file may be attached.

Attach 2022 and 2023 signed financial statements (or equivalent). *

Attach a file:

A maximum of 4 files may be attached.

Attach 2020 and 2021 financial statements if you wish.

Attach a file:

A maximum of 8 files may be attached.

Historic Income Summary - Calendar Year

Definitions:

Organisations Fund 2026-2029

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- **AQ Operational Funding:** your Organisations Fund or First Nations Pathways grant
- **AQ project:** include one-off grants towards specific projects or programs, include funding that is for multiple years of a project or program
- **Other Government Income:** include all operational/base funding and all grant or project funding from Federal, State and Local Government entities.
- **Earned Income:** Ticket sales; performance/co-producer fees and box office splits; artwork sales or loan fees; fees for service; workshop income; retail and hire income; commission on sales royalties
- **Private Sector Income:** include all donations, fundraising, cash sponsorship, philanthropic grant funding
- **Other Income:** include interest, dividends and other sundry income such as sale of assets
- **In Kind:** include government in-kind such as rent subsidies
- **COVID-19 Government Stimulus:** include Arts Queensland funding through *Sustain: Organisations Fund 2017- 2020 Recovery Support* or *Sustain: Recovery Support for Independent Arts Organisations*, or federal government programs such as Cash Flow Boost program, JobKeeper payments or other stimulus payments

Enter whole numbers only.

You must have at least two years of historical financial information to be eligible. Enter '0' in all boxes in years 2021 and 2022 if you do not have historical information for these years.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Income type	2021	2022	2023	2024
	(\$)	(\$)	(\$)	(\$)
AQ operational funding				
AQ project				
Other Government				
Earned Income				
Private Sector				
Other income				
In kind income				
COVID-19 Government stimulus				

Historic Expenditure Summary - Calendar Year

Definitions:

- **Salaries, Fees and Wages:** include wages for core staff, ensembles, casual staff; wages or fees for performers, artists, technical, project staff, on costs such as superannuation and workers compensation; allowances such as ballet shoe or instrument upkeep and travel allowances not related to touring
- **Production / Exhibition/ Touring:** Production and exhibition costs; touring related travel, freight and accommodation costs; venue or exhibition space hire and other costs; community engagement or workshop costs; artist development and mentorship; cost of sales; royalties and licensing; evaluation and research

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- **Marketing and Business Development:** include design and printing; advertising; PR; website costs; fundraising expenses; documentation; ticketing fees; business development and research costs
- **Infrastructure and administration:** include rent and running costs; utilities; phone and internet; admin and office costs; insurance; governance, accountancy and legal costs
- **Other Expenses:** Include depreciation and amortisation; capital project costs; other minor and incidental costs which can't be classified elsewhere.
- **In Kind:** include government in-kind such as rent subsidies, in-kind income must equal the expenditure. net off to zero/nil.

Enter whole numbers only.

You must have at least two years of historical financial information to be eligible. Enter '0' in all boxes in years 2021 and 2022 if you do not have historical information for these years.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Expenditure type	2021	2022	2023	2024
This question is read only.	(\$)	(\$)	(\$)	(\$)
Salaries, Fees and Wages				
Production/ Exhibition/Touring				
Marketing and Business Development				
Infrastructure and administration				
Other expenses				
In kind expenditure				

Financial statements - Financial Year

If you are a separate legal entity (e.g. a controlled entity within a larger organisation) you should provide historical and forward financial information for your entity only.

If you are not a separate legal entity, you are required to provide:

- historical information for both the larger legal entity and your business unit, clearly labelled
- forward/forecast budgets for your business unit only

Financial statements provided should be signed.

If you are required under legislation to audit/review/verify your financial statements, you must upload financial statements that comply with your regulator's obligations.

If not, you must upload financials that have been signed by your Chair/CEO as being true and correct.

Attach forecast profit and loss for 2024-2025 *

Attach a file:

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A maximum of 1 file may be attached.

Attach 2023-24 Financial statements or, if end of year finalisation has not yet been completed, attach a profit and loss and a balance sheet for 2023-2024 as at 30 June 2024. *

Attach a file:

A maximum of 4 files may be attached.

Attach 2022-2023 signed financial statements (or equivalent). *

Attach a file:

A maximum of 4 files may be attached.

Attach 2021-2022 financial statements. This is compulsory if your 2023-2024 statements have not yet been verified/audited/finalised.

Attach a file:

A maximum of 4 files may be attached.

Attach 2020-2021 signed financial statements if you wish.

Attach a file:

A maximum of 4 files may be attached.

Historic Income Summary - Financial Year

Definitions:

- **AQ Operational Funding:** your Organisations Fund or First Nations Pathways grant
- **AQ project:** include one-off grants towards specific projects or programs, include funding that is for multiple years of a project or program
- **Other Government Income:** include all operational/base funding and all grant or project funding from Federal, State and Local Government entities.
- **Earned Income:** Ticket sales; performance/co-producer fees and box office splits; artwork sales or loan fees; fees for service; workshop income; retail and hire income; commission on sales royalties
- **Private Sector Income:** include all donations, fundraising, cash sponsorship, philanthropic grant funding
- **Other Income:** include interest, dividends and other sundry income such as sale of assets
- **In Kind:** include government in-kind such as rent subsidies
- **COVID-19 Government Stimulus:** include Arts Queensland funding through *Sustain: Organisations Fund 2017- 2020 Recovery Support* or *Sustain: Recovery Support for Independent Arts Organisations*, or federal government programs such as Cash Flow Boost program, JobKeeper payments or other stimulus payments

Enter whole numbers only.

Organisations Fund 2026-2029

Form Preview

You must have at least two years of historical financial information to be eligible. Enter '0' in all boxes in years 2020-21 and 2021-22 if you do not have historical information for these years.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Income type	2020-2021	2021-2022	2022-2023	2023-2024
	(\$)	(\$)	(\$)	(\$)
AQ operational funding				
AQ project				
Other Government				
Earned Income				
Private Sector				
Other income				
In kind income				
COVID-19 Government stimulus				

Historic Expenditure Summary - Financial Year

Definitions:

- **Salaries, Fees and Wages:** include wages for core staff, ensembles, casual staff; wages or fees for performers, artists, technical, project staff, on costs such as superannuation and workers compensation; allowances such as ballet shoe or instrument upkeep and travel allowances not related to touring
- **Production / Exhibition/ Touring:** Production and exhibition costs; touring related travel, freight and accommodation costs; venue or exhibition space hire and other costs; community engagement or workshop costs; artist development and mentorship; cost of sales; royalties and licensing; evaluation and research
- **Marketing and Business Development:** include design and printing; advertising; PR; website costs; fundraising expenses; documentation; ticketing fees; business development and research costs
- **Infrastructure and administration:** include rent and running costs; utilities; phone and internet; admin and office costs; insurance; governance, accountancy and legal costs
- **Other Expenses:** Include depreciation and amortisation; capital project costs; other minor and incidental costs which can't be classified elsewhere.
- **In Kind:** include government in-kind such as rent subsidies, in-kind income must equal the expenditure. net off to zero/nil.

Enter whole numbers only.

You must have at least two years of historical financial information to be eligible. Enter '0' in all boxes in years 2020-21 and 2021-22 if you do not have historical information for these years.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Organisations Fund 2026-2029

Form Preview

Expenditure type	2020-2021	2021-2022	2022-2023	2023-2024
This question is read only.	(\$)	(\$)	(\$)	(\$)
Salaries, Fees and Wages				
Production/ Exhibition/Touring				
Marketing and Business Development				
Infrastructure and administration				
Other expenses				
In kind expenditure				

Context

Is there any context you would like to provide to accompany your financial history that would help assessors to understand your financial information? For example: Were deficits Board approved? Do they relate to a planned specific purpose such as an anniversary celebration, or investment in and returns from activities falling across different years, or an extraordinary expense. Were the changes in assets due to revaluations, or a one-off donations etc? If you are showing consistent surpluses, are you building up reserves for a particular purpose?

Provide a brief context to accompany your financial history. *

Income breakdown

* indicates a required field

Income

If you are a separate legal entity (e.g. a controlled entity within a larger organisation) you should provide this information for your entity only.

If you are not a separate legal entity, provide this information for your business unit only.

Total Income from most recent verified full-year Financial Statements *

\$

Must be a whole dollar amount (no cents).

What is the financial reporting year this covers? *

e.g. 2023 or 2024 (if you report on a calendar year) or 2022-2023 or 2023-2024 (if you report on a financial year basis)

Organisations Fund 2026-2029

Form Preview

Government income

Enter whole dollars only.

Item	Most recent Financial Year	Percentage of Income
Arts QLD operational funding e.g. Organisations 2022-2025 or First Nations Pathways funding, or other	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Arts QLD Project	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Other QLD government operational	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Other QLD government project	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Federal Operational funding	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Federal project	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Local Government funding - Your LGA	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.
Local Government funding - all other LGAs	\$ <input type="text"/> Must be a whole dollar amount (no cents).	<input type="text"/> This number/amount is calculated.

Organisations Fund 2026-2029

Form Preview

Government in-kind

Must be a whole dollar amount (no cents).

This number/amount is calculated.

Non Government income

Earned Income

Must be a whole dollar amount (no cents).

This number/amount is calculated.

Private Sector Cash

Must be a whole dollar amount (no cents).

This number/amount is calculated.

Other In-Kind income

Must be a whole dollar amount (no cents).

This number/amount is calculated.

Other Income

Must be a whole dollar amount (no cents).

This number/amount is calculated.

Describe any key in-kind you received e.g. free or discounted rent, key pro-bono services or discounts, value of volunteers' time.

Financial plans

* indicates a required field

Financial Management

Tell us about how your organisation manages its finances.

Consider: Who sets and approves budgets? How are these reviewed during the year and at the end of the financial year (i.e. audit or review? What mechanisms do you have to adjust income or expenditure to respond to changing circumstances? Who can approve or make day to day expenditure decisions and at what threshold?

Describe how your organisation manages its finances

Organisations Fund 2026-2029

Form Preview

If the answer to any of these questions is contained in any of your document uploads please write "Contained in document name of page X" or "Contained in document name of page X or pages X to Y"

What area(s) are you seeking to grow in value or as a percentage of your income mix over the 4 years of the Organisation Fund 2026-2029? How will you achieve that?

If the answer to any of these questions is contained in any of your document uploads please write "Contained in document name of page X" or "Contained in document name of page X or pages X to Y"

Upload any other financial information or process documents that support your application

Attach a file:

Budgets

If you are a separate legal entity (e.g. a controlled entity within a larger organisation) you should provide information and forward/forecast budgets for your entity only.

If you are not a separate legal entity, you are required to provide information and forward/forecast budgets for your business unit only.

Upload detailed budget for first year of the funding period. Files must be in Excel or other CSV format *

Attach a file:

2026 (for calendar year reporting organisations) and 1 Jan - 30 Jun 2026 and 1 Jul 2026 - 30 Jun 2027 (for financial year reporting organisations)

Upload high level forward budgets for 2nd, 3rd and 4th year of funding. Files must be in Excel or other CSV format *

Attach a file:

For Calendar Year organisations this will be 2026, 2027, 2028 and 2029, For Financial Year organisations this will be 2025-2026, 2026-2027, 2027-2028, and 2028-2029.

Upload any supporting evidence for your forward budgets

Attach a file:

A maximum of 3 files may be attached.

Organisations Fund 2026-2029

Form Preview

Projected Income Summary - Calendar Year

Please see the definitions in the *Historic Income Summary* section.

In your projected income, AQ Operational funding would be the value of the Organisations Fund grant you are requesting. This should be the same amount every year as the grant is not indexed. Enter whole numbers only.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Income type	2026	2027	2028	2029
This question is read only.	(\$)	(\$)	(\$)	(\$)
AQ operational funding				
AQ project				
Other Government				
Earned Income				
Private Sector				
Other income				
In kind income				

Projected Expense Summary - Calendar Year

Please see the definitions in the *Historic Expenditure Summary* section.

Enter whole numbers only.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Expense type	2026	2027	2028	2029
This question is read only.	(\$)	(\$)	(\$)	(\$)
Salaries, Fees and Wages				
Production/ Exhibition/Touring				
Marketing and Business Development				
Infrastructure and administration				
Other expenses				
In kind expenditure				

Projected Income Summary - Financial Year

Please see the definitions in the *Historic Income Summary* section.

Organisations Fund 2026-2029

Form Preview

In your projected income, AQ Operational funding would be the value of the Organisations Fund grant you are requesting. This should be the same amount every year as the grant is not indexed. Enter whole numbers only.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Income type	2025-2026	2026-2027	2027-2028	2028-2029
This question is read only.	(\$)	(\$)	(\$)	(\$)
AQ operational funding				
AQ project				
Other Government				
Earned Income				
Private Sector				
Other income				
In kind income				

Projected Expense Summary - Financial Year

Please see the definitions in the *Historic Expenditure Summary* section.

Enter whole numbers only.

* If this section is not complete when you submit your application, please contact Arts Queensland at organisationsfund@arts.qld.gov.au to request an extension to provide this information. These questions must be completed by 5pm 3 February 2025.

Expense type	2025-2026	2026-2027	2027-2028	2028-2029
This question is read only.	(\$)	(\$)	(\$)	(\$)
Salaries, Fees and Wages				
Production/ Exhibition/ Touring				
Marketing and Business Development				
Infrastructure and administration				
Other expenses				
In kind expenditure				

Certification

* indicates a required field

Financial viability certification

I confirm the organisation is a going concern (can continue to operate on a financially viable basis into the foreseeable future) *

Organisations Fund 2026-2029

Form Preview

Yes

No

I confirm the organisation is not under administration *

- Yes - the organisation is not under administration
- No - the organisation is under administration

All applicants

I, the undersigned, certify that:

- I have read and I/my organisation will abide by the [Organisations Fund Guidelines](#).
- The statements in this application are true and correct to the best of my knowledge, information and belief.
- The supporting material is my own work or the work of the artists named in this application.
- I acknowledge that, if I am successful, information provided in this application will form part of my funding agreement with Arts Queensland and I will be held accountable to deliverables outlined in this application.
- I understand that if the application for funding is approved my organisation will be required to enter into a funding contract agreement.
- I consent that information provided in this application may be used for training, systems testing or process improvement purposes by Arts Queensland staff.
- I give permission for Arts Queensland to verify funding requested from other funding agencies in support of this project and to provide information in this application to those funding agencies for this purpose.
- I give permission for Arts Queensland to forward my information to the most appropriate industry experts or Government representative.
- If this application is approved, I consent to the media and Queensland's State MPs being given information about the funded project and I understand I may be contacted directly by them.
- I consent to information about the funded project and the amount of funding received being published on Arts Queensland's website and/or the Queensland Government Open Data Portal.

I agree *

Yes

No

The person submitting the application is the person who is authorised on behalf of the organisation to sign the contract and the Statutory Declaration and warrants they have authority to sign on behalf of the organisation.

Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Position

Date *

Must be a date

Organisations Fund 2026-2029

Form Preview

You are now coming to the end of your application process and before you **REVIEW** and click the **SUBMIT** button please take a few moments to provide some feedback.

Please indicate how you found the online application process:

- Very easy Easy Neither easy or difficult Difficult Very difficult

How helpful did you find the recorded Industry Briefing?

- Very helpful A little helpful Not helpful

Did you contact Arts Queensland before or during the application process?

- Yes No

Please provide us with any improvements and/or additions to the application process/form that you think we need to consider:

No more than 100 words.

Do you have any other feedback to Arts Queensland on the program you are applying to?

Contact Us

[Arts Queensland](#)

www.arts.qld.gov.au

Street address: Level 24, 111 George Street, Brisbane QLD 4000

Postal Address: GPO Box 1436 Brisbane QLD 4001.

Email: organisationsfund@arts.qld.gov.au

Telephone: +61 7 3034 4016 **Toll-free Telephone:** 1800 175 531 (outside Brisbane metro)