

Arts and Cultural Grants 2015 Guidelines

Applications open:	Wednesday 29 April
Applications close:	Wednesday 3 June, 1pm
Information Sessions:	Monday 4 May, 1-2pm
	Monday 11 May, 5-6pm
	Monday 18 May, 1-2pm
	Monday 25 May, 5-6pm

**Admin Ground Floor Meeting Room, Council Administration Building, 2–14 Fisher Street,
Petersham**

For further information:

Acting Arts and Cultural Development Coordinator
(02) 9335 2249 (Monday – Tuesday)
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Introduction

Marrickville Council's Arts and Cultural Grants Program provides financial support to artists working in any art form, community and cultural groups, and not-for-profit, non-government arts, community and cultural organisations that offer programs of benefit to residents in the Marrickville local government area or artists professional development.

The Program contributes to key goals in Council's *Our Place, Our Vision* Community Strategic Plan 2021, including: supporting a diverse community that values and celebrates their cultural diversity; supporting a creative community that participates in arts and cultural activities at all stages of life; and helping Marrickville to be recognised as a leading independent arts centre.

Objectives

The objectives of the Arts and Cultural Grants Program are to:

- support activities which contribute to the development of the arts and culture in the Marrickville LGA including participation and engagement;
- promote strong arts and cultural networks and partnership opportunities;
- encourage excellence in the content and delivery of cultural activities;
- provide opportunities for the implementation and development of innovative arts and cultural activities;
- promote a vibrant street life, support local business and encourage visitors to the Marrickville LGA; and
- support the cultural diversity of the Marrickville LGA.

Program Funding

The Program budget is approved by Council annually and may change from year to year. Changes may affect the availability of a particular program category in any given year.

Levels of Support

Applications must be for specific projects for one-off funding. Funding is available for projects from \$1,000 to \$7,500. Council reserves the right to determine the level of funding for an application.

Categories

Projects must be applied for under one of the following program categories:

- **Arts**
For arts and cultural projects that demonstrate a high level of artistic merit and innovation and/or professional development opportunities for local artists.
- **Community Cultural Development**
For arts or cultural projects that engage communities, encourage participation in the arts and support cultural diversity.

Information / Eligibility / Assessment Criteria for Arts Category

Applicants must:

- be an Australian resident and be over 18 years of age;
- be a resident of the Marrickville LGA OR non-residents offering a program of demonstrable and significant benefit to the local community; OR be a local artist applying for professional development; OR not-for-profit and appropriately incorporated, non-government arts, cultural, or community organisations that provide programs and services that benefit the residents of Marrickville; OR a community group auspiced by not-for-profit and appropriately incorporated organisation;
- if an individual - be a professional arts practitioner with a demonstrated history of working in the arts. If applying for professional development – be a local resident or have a studio in the area;
- apply for a specific project and not consider a grant as a permanent source of future funding. Grants are not awarded to cover a short fall in administrative costs;
- not be a political party;
- submit only one application per grant program. Applicants should only apply to either the Independent Artist Grants or the Arts and Cultural Grants in any one year. Council officers will assess which program your application is best suited to and may move your application to another Program if needs be.

Projects must:

- demonstrate a high level of artistic merit or innovation;
- be in, for, from or about the Marrickville LGA. Projects are expected to be located in the LGA however applications for projects outside the LGA will be considered if there is significant local component or benefit. This must be discussed with a Council officer prior to submission;
- reflect Council's values by avoiding defamation, offense and prejudice; and
- be acquitted by 30 December 2016.

Applications will be assessed against the following criteria:

- the capacity to deliver a well planned project including concept, project, plan and experience;
- realistic budget, including all sources of project income;
- benefits to the Marrickville community and/or the artists' professional development;
- previous assistance received by Council including grants and in-kind support in recent years; and
- the merit of the application in comparison to the other applications.

Information / Eligibility / Assessment Criteria for Cultural Development (CCD) Category

Applicants must:

- be a not-for-profit and appropriately incorporated, non-government arts, cultural, or community organisation that provides programs and services that benefit the residents of Marrickville OR a community group auspiced by not-for-profit or appropriately incorporated organisation;
- apply for a specific project and not consider a grant as a permanent source of future funding. Grants are not awarded to cover a short fall in administrative costs;
- have demonstrated experience in CCD practice with an appropriate level of skills and experience. Organisations must have a capacity to deliver cultural or artistic services or programs;
- not be a political party; and
- submit only one application per grant program submit only one application per grant program. Applicants should only apply to either the Independent Artist Grants or the Arts and Cultural Grants in any one year. Council officers will assess which program your application is best suited to and may move your application to another Program if needs be.

Projects must:

- engage directly with communities; encourage participation and support cultural diversity; and
- be in, for, from or about the Marrickville LGA. Projects are expected to be located in the LGA however applications for projects outside the LGA will be considered if there is significant local component or benefit. This must be discussed with a Council officer prior to submission;
- reflect Council's values by avoiding defamation, offense and prejudice; and
- be acquitted by 30 December 2016.

Applications will be assessed against the following criteria:

- the capacity to deliver a well planned project including concept, project, plan and experience;
- realistic budget, including all sources of project income;
- benefits to the Marrickville community;
- how the project will contribute to the well-being of communities and support cultural diversity;
- previous assistance received by Council including grants and in-kind support in recent years; and
- the merit of the application in comparison to the other applications.

Assessment Process

Following the closing date for applications, applications will be considered by relevant staff against the eligibility and assessment criteria.

Applications which meet the eligibility and assessment criteria will be considered by a selection panel comprised of Council staff and Council's Artist Advisory Panel. If there are two applications of equal merit, priority will be given to local applicants.

The Director, Community Services will then present a report to Council providing a brief assessment of each application and its recommendations for funding.

A completed pro forma will be attached to each application received and these will be available for viewing by Councillors prior to consideration of the Director's report at the Council meeting.

Council will subsequently determine the funding of applications. All decisions are final.

All applicants will be advised as to whether they have or have not been successful within four weeks of Council's decision.

Conditions for Approval

Council advises that:

- Council reserves the right to assess an application under an alternative category;
- the awarding of a grant does not imply the provision of any additional resources or funding for that project or associated activities from Council;
- applications for the purchase of significant items (over \$1,000) must include copies of two quotes;
- applicants who have received funds in previous years will only be eligible to apply for assistance in the current year if all accountability and evaluation procedures have been satisfied;
- applicants may not vary the purpose of the grant for which they have been funded without receiving written approval from Council;
- applications must contain written confirmation from all partnership bodies named in the proposal as confirmed funding sources.

Accountability Requirements

Successful applicants will be required to undertake the following activities:

- sign a form accepting the conditions of the grant;
- forward Council an invoice for the awarded sum;

- complete an evaluation report for Council within one month of the project being completed using the evaluation form provided by Council;
- where funds are approved for the purchase of equipment, the organisation or individual will be required to provide receipts for equipment, the equipment is to be identified as an asset of the organisation and engraved. Should the organisation cease to exist or the individual no longer uses the equipment, the equipment must be returned to Council;
- all promotional materials must acknowledge Council's support through text or logo placement. Approval of final copy must be sought one month prior to release;
- Council will provide instructions regarding appropriate acknowledgement of Council and the use of Council logos
- Failure to comply with these requirements will mean the funded organisation or individual will not be eligible for grants in the future and may face legal proceedings.

Recurrent Funding – A note to the applicant

Council's Arts and Cultural Grants Program is competitive, with a significant increase in applicants in recent years. In order to get new projects off the ground and keep local arts and culture innovative, Council cannot guarantee recurrent project funding to the many valuable projects that have previously received funding through Council's Grants Program.

Submissions

Applications to be received by 3 June 2015, 1pm.

These can be done on-line at <https://marrickville.smartygrants.com.au/artsandculturalgrants2015>

Please contact Council about alternative means of application if you are unable to fill in the online application form.

Applicants can expect to hear on the outcome of their application by early August.

For further information:

Acting Arts and Cultural Development Coordinators

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