

FAA Quick Response Grant Application Form 2019-20

Form Preview

Quick Response Grant

About this Grant

Quick Response Grants – funding applications for up to \$3,000 are available through this grant program.

Quick Response Grants are intended to assist regional artists, arts organisations and communities to take up professional or skills development or small project opportunities.

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 also suit individual professional development.

Using the Modified Monash Model Map

As an applicant it is useful to know your MMM class to ensure you are eligible to apply for this grant.

Applicants living in an MMM2 - MMM7 location are eligible to apply for this grant, however those living in an MMM1 location are not.

To access and search your address in the Modified Monash Model please follow these steps below:

1. Visit the [Doctor Connect Locator](#) map using the link in this sentence.
2. Enter your address in the address bar.
3. Select "Modified Monash Model" from the classification options.
4. Select "2019" from the drop down options.
5. Click "Search location".
6. The tool will display your MMM class.

If you have any questions about your MMM location please contact Flying Arts on 07 3216 1322 for assistance with your MMM eligibility.

Application Eligibility and Timeline

Applications for Quick Response Grants will be accepted from individuals, groups, incorporated not-for-profit organisations and councils which reside in Queensland postcodes classified as 'regional' according to the Modified Monash Model. MMM1 locations are ineligible, MMM2-MMM7 inclusive are eligible.

Please note that only Queensland residents are eligible to apply for this grant. Please see the [Regional Arts Australia website](#) for a list of Regional Program Administrators of the fund in other states and territories.

Although ineligible to apply in their own right, individuals and organisations from excluded areas (MMM1) can participate in RAF-funded project activities as project partners and/or paid participants where the applicant is an eligible regional arts organisation or individual (MMM2-MMM7).

For the full list of eligibility criteria please download the [Funding Guidelines](#)

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Please read the [Terms of Funding](#).

Visit the [Frequently Asked Questions](#) page for extra information regarding the grants program.

Funding recipients will:

- be required to upload the signed Acceptance of Grant Conditions and invoice at least ten working days prior to the starting date of the proposed project or program to ensure adequate time is available for payments to be processed
- receive funds within **ten working days** of receipt of signed Acceptance of Grant Conditions and invoice
- be required to submit an acquittal report to Flying Arts Alliance within 20 business days of completing the project or program

Applicant Details

* indicates a required field

Applicant

Applicant Name *

☐ Individual ☐ Organisation
Organisation Name

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

Applicant Primary Address *

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Is your postal address different to your street address? *

☐ Yes ☐ No

You are a resident/citizen of Australia *

☐ Yes ☐ No
Please note you must be either a resident or citizen to be eligible to apply for this grant

You are a resident of Queensland *

☐ Yes ☐ No
You must be a resident of Queensland to be eligible to apply for this grant.

What is the Federal Electorate of your street address? *

search here: <https://electorate.aec.gov.au/>

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Daytime Phone Number

*

Email

*

Applicant CV

*

Attach a file:

Please upload the most recent version of your professional CV

Applicant Postal Address

Applicant Postal Address

*

Address

Address Line 1, Suburb/Town, State/Province, Postcode, and Country are required.

Do you or your organisation have an ABN?

*

☐ Yes

☐ No

Insert your 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

If you do not have an ABN, please submit a completed ATO Statement by a Supplier Form with your application, otherwise 46.5% of any approved grant may be withheld.

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Download the form from: https://www.ato.gov.au/uploadedFiles/Content/MEI/downloads/BUS38509n3346_5_2012.pdf

Please Upload completed Statement of Supplier Form: *

Attach a file:

Max 25mb

Project Contact Person

Project Contact Name *

Title

First Name

Last Name

Role/Position *

Daytime Phone Number

*

Email *

AUSPICING OF PROJECT DETAILS

Will another organisation be auspicing your project? *

☐ Yes

☐ No

If yes, you will need to complete the Auspicing Organisation Details below

AUSPICE ORGANISATION DETAILS

Auspice Organisation Name *

Organisation Name

Auspice Primary Address *

Address

Suburb State Postcode

Must be an Australian post code

Auspice Postal Address (if different from above)

Address

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Suburb State Postcode

Must be an Australian post code

Auspice Project Contact *

Title First Name Last Name

Auspice Project Contact Position *

Auspice Project Contact Primary Phone Number *

Must be an Australian phone number

Auspice Project Contact Primary Email *

Must be an email address

IA or ACN Number *

Incorporated Association or Australian Corporation Number.

Does the Auspice Organisation have an ABN? *

☐ Yes

☐ No

Please attach signed certification letter by Office Bearer of Auspice Organisation *

Attach a file:

President, Chair, Secretary or Treasurer. Letter must include, name, position, signature and date. Max 25mb

Auspice 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)

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DGR Endorsed
ATO Charity Type
ACNC Registration
Tax Concessions
Main business location

[More information](#)

Must be an ABN

Project Details

* indicates a required field

Assessment Criteria

The information provided in this application will be used by the assessment panel to determine how well the application addresses the following criteria:

QUALITY

Proven capacity to deliver high-quality arts and cultural initiatives in regional communities in response to identified need or demand.

REACH

Provides access to social and cultural development opportunities for diverse communities, practitioners, participants and/or audiences.

IMPACT

Increases employment and professional development opportunities for artists and arts workers living in regional and remote locations.

VIABILITY

Demonstrates good planning, management and partnerships to increase support for the initiative and for arts and culture in the region.

Project Title *

Project Description *

Word count:

Must be no more than 100 words

How does the project address the four assessment criteria detailed above? *

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Word count:

Must be no more than 400 words.

The assessment criteria are quality, reach, impact and viability.

Please upload a minimum of two letters of support for the project/program outlined above *

Attach a file:

A minimum of 2 files and a maximum of 3 files may be attached.

Evidence of confirmation of activity/funding/in-kind support.

Please provide examples of previous work/further project support - for example, images or artistic concepts.

Attach a file:

Project Start Date *

Must be no earlier than 4 weeks from the date of application

Project End Date *

Must be no later than 30 June 2021

Project Type *

- ☐ Arts project
- ☐ Professional development for artists and arts workers
- ☐ Community capacity building project

Select the MAIN artform *

- | | | |
|---|-------------------------------------|-----------------------------------|
| <input type="radio"/> Circus | <input type="radio"/> Digital media | <input type="radio"/> Photography |
| <input type="radio"/> Crafts and textiles | <input type="radio"/> Film | <input type="radio"/> Puppetry |
| <input type="radio"/> Cross art form | <input type="radio"/> Literature | <input type="radio"/> Theatre |
| <input type="radio"/> Dance | <input type="radio"/> Music | <input type="radio"/> Visual arts |

Projected number of audience members *

Must be a whole number

Projected number of participants *

Must be a whole number

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Primary Beneficiary *

- | | |
|--|---|
| <input type="radio"/> Aboriginal/Torres Strait Islander people | <input type="radio"/> Older people |
| <input type="radio"/> Artists and arts workers | <input type="radio"/> People from culturally and linguistically diverse backgrounds |
| <input type="radio"/> Children (0-14 years) | <input type="radio"/> People with a disability |
| <input type="radio"/> General community | <input type="radio"/> Youth (12-25 years) |

Project Location

Project Location (town name) *

Project Location (postcode) *

Other project locations (if applicable)

What is the MMM classification of the primary Project Location? *

search here: <https://beta.health.gov.au/resources/apps-and-tools/health-workforce-locator/health-workforce-locator#hwc-location> For projects based outside of Australia please select 'overseas'.

What is the Federal Electorate of the primary Project Location? *

search here: <https://electorate.aec.gov.au/> For projects based outside of Australia please select 'overseas'.

Employment opportunities

How many employment opportunities will be created through this project? *

Must be a number.

Will this project/program directly employ or contract any artists or arts workers? *

- ☐ Yes ☐ No

Please elaborate on the details of the employment opportunities provided through this project.

Employment opportunity supporting documentation

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Please upload a CV and confirmation of engagement for up to three (3) key artists and/or arts workers employed or contracted by this project/program.

Employee/contractor 1 CV

Attach a file:

Employee/contractor 1 confirmation of engagement

Attach a file:

Employee/contractor 2 CV

Attach a file:

Employee/contractor 2 confirmation of engagement

Attach a file:

Employee/contractor 3 CV

Attach a file:

Employee/contractor 3 confirmation of engagement

Attach a file:

Working with children, people with disability, and other vulnerable people

Where a project involves vulnerable persons Regional Arts Australia requires that applicants provide all necessary police and other background checks, as required by the relevant legislation in the State or Territory in which the activity takes place (project location).

Vulnerable Persons for this purpose means:

- 1.a Child or Children; or
- 2.an individual aged 18 years and above who is or may be unable to take care of themselves, or is unable to protect themselves against harm or exploitation by reason of age, illness, trauma or disability, or any other reason.

In Queensland, legislation requires that people who work with children and young people must undergo a Working With Children Check to hold a blue card or an exemption card if their work falls into one of the regulated categories of business or employment. For more information, please go to the [Queensland Government Blue Card website](#).

Further, under the Disability Services Act 2006, persons engaged by a non-government service provider at a place where disability services are provided to adults must undergo criminal history screening every three years to hold a yellow card unless exempt if their work falls into one of the regulated categories of business or employment. For more

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information, please view the Queensland Government Department of Communities, Disability Services and Seniors [criminal history screening website](#).

For resources and links to legislative requirement outside of Queensland please see the Regional Arts Australia [Vulnerable People Resource Kit](#).

Will you or any personnel involved in your project be working with vulnerable people as part of the project? *

☐ Yes

☐ No

Personnel working with vulnerable people

Please upload copies of relevant documentation for all personnel involved in your project who will be working with vulnerable people:

*

Attach a file:

A minimum of 1 file must be attached.

It is recommended that you scan and combine documentation into one file before uploading.

Project Budget

* indicates a required field

Total RAF Amount Requested *

\$

Must be a dollar amount.

What is the total financial support you are requesting in this application?

In Kind Income

In kind income is any contribution to your project of goods and services that is not cash. Examples include volunteer hours and venue hire if the cash fees have been waived.

Volunteer hours should be calculated at a value of \$33 per hour for general volunteering and \$55 per hour for skills-based volunteering. For more information about rates see Regional Arts Australia's Recommended Rates guide at: <https://regionalarts.com.au/raf-resources>

Income Source	Details	\$ value	Confirmed/ not confirmed
		\$	

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Cash Income

Ensure you include the Total RAF Amount Request (entered above) Quick Response Grant amount as cash income to balance your cash income against your cash expenditure.

Cash Income Source Details	\$ value	Confirmed/ not confirmed
	\$	

Applicant Contribution

Applicant's In Kind Contribution - of the total in kind income listed above, what is the total applicant's contribution? *

\$

Must be a dollar amount.
Excluding GST

Applicant's Cash Contribution - of the total cash income listed above, how much is the applicant's contribution? *

\$

Must be a dollar amount.
Excluding GST

Total Applicant Contribution *

\$

This number/amount is calculated.

Cash Expenditure

Cash Expenditure Type	Details	\$ value	Is the RAF being used for this?
		\$	

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Budget Totals

Total In Kind Income *\$

This number/amount is calculated.
Excluding GST

Total Cash Income *\$

This number/amount is calculated.
Excluding GST

Total Cash Expenditure *\$

This number/amount is calculated.
This amount should be equal to the Total Cash Income.

Total Project Cost *\$

This number/amount is calculated.
What is the total budgeted cost (dollars) of your project?

Leveraged Income Calculation *\$

This number/amount is calculated.

OTHER PROJECT DETAILS

If your organisation is offered a grant less than the amount you have requested, would you be able to proceed with your project? *

☐ Yes☐ No

Quick Response Grant Privacy Statement

* indicates a required field

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I agree to the following: Personal information collected through the Regional Arts Fund is protected by the Privacy Act 1988 (Cth). Regional Arts Australia is required to ensure that necessary permissions are obtained to allow funding to be announced publicly by the Australian Government (including the Minister and the Department), Members of Parliament, Regional Arts Australia and Regional Program Administrators - Flying Arts Alliance, including by way of publication on the internet by any of those persons. This will include, but may not be limited to, the applicant's name/organisation name, funded project description, funded amount, state/territory, location and electorate. This information may also be used for reporting and promotional purposes. By submitting a Regional Arts Fund grant application you are also providing permission for this personal information to be used in this manner. *

☐ Yes