



# Guidelines 2019-20

## Introduction

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

## Contents

|                                                                         |   |
|-------------------------------------------------------------------------|---|
| Introduction .....                                                      | 1 |
| Funding Streams .....                                                   | 2 |
| Timeframes .....                                                        | 2 |
| Objectives .....                                                        | 3 |
| What is funded.....                                                     | 3 |
| Assessment criteria.....                                                | 3 |
| Eligibility.....                                                        | 3 |
| How to apply.....                                                       | 5 |
| Assessment Process – Community Project Grants .....                     | 5 |
| Assessment Process – Quick Response Grants .....                        | 5 |
| Assessment Process – Arts Ablaze Participant Travel Subsidy Grants..... | 5 |
| If you are successful.....                                              | 6 |
| Contracts and Logos.....                                                | 6 |
| Acquittal and reporting requirements.....                               | 6 |
| Privacy.....                                                            | 6 |
| Contact Us.....                                                         | 7 |

## Funding Streams

RAF is administered by Flying Arts Alliance across three funding streams:

1. **Community Project Grants** – Funding up to \$30,000 is available

The Community Project Grants support applications which benefit the community, increase access and participation, and/or provide direct benefits to artists/arts workers.

2. **Quick Response Grants** – Funding up to \$3,000 is available

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

3. **Arts Ablaze Participant Travel Subsidy Grants**– Funding up to \$1,500 is available

Arts Ablaze Participant Travel Subsidy Grants are intended to assist regional artists, arts organisations and communities to attend the Arts Ablaze Queensland Regional Arts Conference and Showcase in October 2019.

## Timeframes

| RAF Stream                                      | Amount                                               | Opens                              | Closes                                                    | For projects commencing                               |
|-------------------------------------------------|------------------------------------------------------|------------------------------------|-----------------------------------------------------------|-------------------------------------------------------|
| Community Project Grants Round 2 2019           | Up to \$30,000                                       | Monday 17 June 2019                | Friday 9 August 2019                                      | After 1 January 2020                                  |
| Community Project Grants Round 1 2020           | Up to \$30,000                                       | Monday 6 January 2020              | Friday 28 February 2020                                   | After 1 July 2020                                     |
| Quick Response Grants Round 2 2019*             | Up to \$3,000                                        | Rolling from Monday 1 July 2019    | Friday 30 August 2019<br>or when funds have been expended | A minimum of four weeks after application is received |
| Quick Response Grants Round 1 2020              | Up to \$3,000                                        | Rolling from Monday 6 January 2020 | Friday 27 March 2020<br>or when funds have been expended  | A minimum of four weeks after application is received |
| Arts Ablaze Participant Travel Subsidy Grants** | Up to \$1,500 for MMM 6 - 7; Up to \$750 for MMM 2-5 | Monday 17 June 2019                | Friday 9 August 2019                                      | A minimum of four weeks after application             |

\*Quick Response Grant applicants will be notified of the results of their application via email within 10–15 business days.

\*\*Arts Ablaze Participant Travel Subsidy Grants applicants will be notified of the results of their application via email within 15 business days of close of grant round.

**Note: All projects must be completed by 30 June 2021**

## Objectives

RAF supports and promotes participation in, and access to, Australia's arts and culture in regional and remote Australia by:

- encouraging and supporting sustainable economic, social and cultural development in regional communities
- developing partnerships and networks which leverage financial and/or in-kind support for specific projects and encourage ongoing collaboration
- developing audiences and broadening community engagement with the arts
- increasing employment and professional development opportunities for, and raising the profile of, regional and remote artists.

## What is funded

Activity in all art forms including, visual arts, theatre, dance, puppetry, creative writing, music, digital media, film, cross art form, crafts, textiles and cultural projects including recording and preservation of language and stories are eligible.

## Assessment 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.

## Eligibility

Applications to all RAF funding streams 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. Applicants need to check their eligibility using this website:

<http://www.doctorconnect.gov.au/internet/otd/publishing.nsf/Content/locator>

### Using the Modified Monash Model Map

Applications from people living in a MMM2 - MMM7 location in Queensland will be 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. Located on the right side of this page is the layer toolbar. Under the heading "Department of Health - custom remoteness classification", turn on the Modified Monash Model Layer by clicking the checkbox next to this layer name.
3. Enter your address into the address bar at the top of the toolbar to search the map for your MMM Class.
4. The map will now show you your MMM Class to check your eligibility to apply for this grant.

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

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 within Queensland).

To be eligible, all applicants must:

- be based in an MMM2 – MMM7 location in Queensland
- be an Australian citizen or permanent resident
- Groups and organisations must either be legally incorporated and have an ABN or have an auspice organisation manage their grant.
- Individual applicants must have an ABN that is in the name of the applicant or have an auspice organisation manage their grant.
- have satisfied the reporting requirements of any previous RAF grants
- not have received a RAF grant in the same stream in the previous 12 months (See [FAQs](#) for clarification)

An application will be deemed ineligible if:

- it does not comply with the eligibility criteria
- it is submitted after the closing date for Community Project grants or the activity occurs within four weeks of the application submission date for Quick Response Grants
- it is requesting 100 per cent of project costs
- the application is incomplete
- funding is requested for activities that principally benefit a major city or metropolitan location (i.e. not regional)
- funding is requested for project components already funded by other programs administered by the Australian Government
- funding is requested for the core costs of organising and running competitions, prizes, awards or fund-raising activities
- funding is requested for curriculum/school-based activities (including school musicals and excursions) or courses of ongoing education and vocational training in government or private institutions in Australia or overseas, academic activity, including wages or course work required as part of any academic program
- the proposed project or activity does not substantially align with and further the objectives of the RAF
- the project will commence before funding is approved
- the applicant does not reside in an eligible MMM location

## How to apply

For all funding streams:

- Step 1** Review the RAF Guidelines and FAQs at [www.flyingarts.org.au/RAF](http://www.flyingarts.org.au/RAF)
- Step 2** If you have any questions, contact Flying Arts Alliance (details below) to discuss your application prior to submission.
- Step 3** Submit your application form and support material online via SmartyGrants application portal which can be accessed here: <https://qldraf.smartygrants.com.au/>
- Step 4** You will receive an email notification that your application has been submitted.

### Note: Support Material

Including support material gives the opportunity to sell an idea in more than words. This is an opportunity for applicants to demonstrate great examples of previous projects and artwork relevant to their submission.

## Assessment Process – Community Project Grants

- Step 5** Applications are checked for eligibility by Flying Arts Alliance staff.
- Step 6** Eligible applications are forwarded to members of the RAF Assessment Panel, who read and consider all applications against the assessment criteria and RAF objectives.  
  
Panel members are selected from the Flying Arts Alliance peer assessment pool.
- Step 7** Assessors provide funding recommendations to Flying Arts Alliance. These recommendations are forwarded to Regional Arts Australia to be announced by the Federal Minister for the Arts.
- Step 8** Flying Arts Alliance will notify successful applicants via phone.
- Step 9** Flying Arts Alliance will notify all applicants (ineligible, unsuccessful and successful) via email of the results of their application.

## Assessment Process – Quick Response Grants

- Step 5** Applications are checked for eligibility by Flying Arts Alliance staff.
- Step 6** Eligible applications are then assessed internally by two Flying Arts Alliance staff members.
- Step 7** Flying Arts Alliance will notify successful applicants via phone.
- Step 8** Flying Arts Alliance will notify all applicants (ineligible, unsuccessful and successful) via email of the results of their application within 15 business days of submission.

## Assessment Process – Arts Ablaze Participant Travel Subsidy Grants

- Step 5** Applications are checked for eligibility by Flying Arts Alliance staff.
- Step 6** Eligible applications are then assessed internally by two Flying Arts Alliance staff members.

**Step 7** Flying Arts Alliance will notify successful applicants via phone.

**Step 8** Flying Arts Alliance will notify all applicants (ineligible, unsuccessful and successful) via email within 15 business days of close of grant round.

### Note: Partial Funding

It is not the policy of the RAF Assessment Panel to reduce funding for applications by arbitrary amounts for the purposes of funding more applications; however, at moderation, the RAF Assessment Panel will moderate against the fund criteria, RAF objectives, available funding and geographic spread and reserve the right to recommend reduced levels of funding for individual projects.

## If you are successful

### Contracts and Logos

Successful applicants will be emailed an acceptance contract with information about invoicing and reporting on their project. It will contain links to access the relevant logos and acknowledgement statements for the Australian Government's Regional Arts Fund that must be used in project marketing and promotional material. The Australian Government Regional Arts Fund and the Flying Arts Alliance logos and acknowledgments must be included on all marketing and promotional material for funded projects.

### Acquittal and reporting requirements

Funding recipients will be required to submit an acquittal report to Flying Arts Alliance within 20 business days of completing the project or program.

The acquittal report collects information about outputs and outcomes from your project or program, including artistic, cultural, social and economic returns on investment.

It is recommended that you familiarise yourself with the acquittal report, so that you understand the obligations which come with RAF funding.

## Privacy

Flying Arts Alliance Inc. values applicants' privacy. For details on how we collect, store and use information, applicants should review our Privacy Policy (<https://flyingarts.org.au/RAF>) or contact us at [raf@flyingarts.org.au](mailto:raf@flyingarts.org.au) or call 07 3216 1322 for a copy.

The Australian Government stipulates that application details and applicant contact information may be provided to the Australian Government (including the Minister and the Department), Members of Parliament, Regional Arts Australia, and other Regional Program Administrators (such as Flying Arts Alliance Inc.) and may be published on the internet by any of them. This will include the applicant's name/organisation name, funded project description, funded amount, state/territory, location and electorate.

This information may also be used for promotion and reporting purposes. The Directors of Flying Arts Alliance Inc. and their representatives may also use this information to conduct research so that we may better understand community needs and can improve service delivery.

When submitting an application to the Regional Arts Fund you will be providing permission for this personal information to be used in this way.

## Contact Us

Flying Arts Alliance Inc. RAF Administrator: 07 3216 1322  
[raf@flyingarts.org.au](mailto:raf@flyingarts.org.au)