



REGIONAL ARTS FUND 2022 RESOURCES KIT

GRANT WRITING

[Regional Arts NSW - Grant Writing Guide](#): For arts and cultural development and activities that build positive futures for regional, rural, and remote communities. [Link here](#)

[Business QLD - How to prepare and write a grant application](#): This guide explains how to prepare, write, and review your application to maximise your chances of obtaining a grant. [Link here](#)

[VIC Government - How to write a grant application](#): Tips to help organisations and community groups write a good grant application. [Link here](#)

[Community Grants Hub - What makes a Good Grant Application?](#) Guidance on how to prepare a Commonwealth Government grant application and effectively address selection criteria. [Link here](#)

[Strategic Grants - 9 Grant Application Mistakes and how to stop making them](#): Here's a list of 9 Grant Application Mistakes and how to stop making them. [Link here](#)

[Probono Aus Top 10 tips for Grant Writing](#): Here's a list of 10 Grant Writing tips. [Link here](#)

[Creative Victoria How to write a successful Arts Grant](#): From studying eligibility guidelines to tips about keeping your language clear and concise, the latest video in our Artists Essential Toolkit series explores the ins and outs of grant-writing. [Link here](#)

BUDGETING

[Business QLD – Getting the budget right in your grant proposal](#): A logical and well supported budget will provide the assessor with confidence in your capacity to deliver the project. [Link here](#)

[Get Fully Funded – 8 tips to strengthen your grant budget](#): Tips to Strengthen Your Grant Budget. [Link here](#)

[Whitney Consulting – Top Tips for writing your Budget in a Grant Application](#): Tips for writing your budget in a Grant Application. [Link here](#)

IN-KIND SUPPORT

[The Grants Hub - In-Kind Support](#): In-kind support includes the donations of goods or services that you may receive towards a project. [Link here](#)

[VIC Government - Understanding In-Kind Contributions](#): What are In-Kind contributions? [Link here](#)

Please see the end of this document for more information about In-Kind Support

MARKETING

[Our Community Marketing Help Sheets](#): Links and templates to Marketing Help Sheets. [Link here](#)

ABORIGINAL & TORRES STRAIT ISLANDER PEOPLES PROTOCOLS

[Department of Seniors, Disability Services and Aboriginal and Torres Strait Islander Partnerships - Protocols for consultation and negotiation with Aboriginal and Torres Strait Islander peoples](#): This document contains useful background information that may be used as a general guide. It may be useful when you are consulting with Queensland Aboriginal individuals, groups and/or communities in urban, rural, and remote settings. [Link here](#)

[Australia Council for the Arts - First Nations Cultural and Intellectual Property in the Arts](#): First published in 2002 and revised in 2007, this protocol guide endorses the rights of Indigenous people to their cultural heritage and supports Indigenous creative practice. This protocol guide encourages self-determination and helps build a strong and diverse Indigenous arts sector. [Link here](#)

[First Peoples: A Roadmap for Enhancing Indigenous Engagement in Museums and Galleries](#): The Australian Museums and Galleries Association 10-Year Indigenous Roadmap is committed to improving Indigenous engagement and employment. The Roadmap was developed for the museums and galleries sector, in consultation with the sector. [Link here](#)

NATIONAL POLICE CHECK/WORKING WITH CHILDREN CHECK

[Australian Federal Police National Police Check](#): Complete a National Police Check. [Link here](#)

[Australian Government Blue Card Services](#): Apply for a Blue Card. [Link here](#)

OTHER IMPORTANT LINKS

[Arts Law Center of Australia](#): Get informed from a wide range of free or low-cost resources, legal advice, and education for artists and organisations in Australia. [Link here](#)

[Australian Copyright Council](#): Information and links to information about Copyright. [Link here](#)

[APRA AMCOS](#): Advice on Music copyright, royalties, and licensing. [Link here](#)

[Creative Partnerships Australia](#): We provide artists with the resources to succeed, through the delivery of services and skills for more effective fundraising, networking, and community outreach. [Link here](#)

[Artists Essential Toolkit video series](#): Artists Essentials Toolkit is a co-production of [ArtsHub](#) and Creative Victoria. [Link here](#)

[Australian Government Department of Finance - Commonwealth Grants Rules and Guidelines](#)

[Australian Tax Office](#)

HEALTH WORKFORCE LOCATOR MAP

[Australian Government Department of Health - Health Workforce Locator](#): The Health Workforce Locator shows you which health workforce classifications and incentives apply in different areas of Australia. [Link here](#)

ABN SEARCH

[Australian Business Register - ABN Lookup](#): ABN Lookup is the free public view of the Australian Business Register (ABR). It provides access to publicly available information supplied by businesses when they register for an Australian Business Number (ABN). [Link here](#)

REGIONAL ARTS FUND IMPORTANT RESOURCES

[Australian Government Office for the Arts - Regional Arts Fund Logos](#): The Regional Arts Fund program logo is used to acknowledge Australian Government support for activities funded under the Regional Arts Fund. [Link here](#)

[Regional Arts Fund – Project Grants and Quick Response Grants Guidelines](#)

[Eligibility Requirements](#)

[Terms of Funding](#)

[Frequently Asked Questions](#)

[How to Apply](#)

[If you are successful](#)

[Past Recipients](#)

[Quick Response Grants](#)

[Project Grants](#)

What is In-Kind Support

An in-kind contribution is a non-cash contribution of goods or a service that are either offered for free, or at less than usual charge for them. Similarly, when a person or entity pays for services on the committee/applicant's behalf, the payment is also considered as an in-kind contribution.

In-kind services and contributions are valued at their fair market value or at their actual cost. In other words, they are valued at what you would pay for them if they were not donated.

Often, an organisation or group contributes to a project with their own resources, which may reduce the amount of actual dollars needed. But this doesn't deny the fact that these contributions would had to have been paid for if these donations didn't exist.

Examples:

- Voluntary labour: Time or services 'donated' should be additional and not part of the persons' normal job.
- Donated goods include equipment, venue hire, arts materials etc
- Donated services include professional advice, labour, carer support, marketing pro bono support etc.
- Free use of equipment including usage of resources, computer, tools, supplies etc.
- Donated spaces include office space, theatres, venues, stages, studios, galleries etc. Do not include the valuation of the overhead costs of another person or organization that donates space. For example, if the library lets you hold your event in their reading room, as a public space, it's free. You would not account for a hypothetical venue fee or the value of their rent/electricity, etc. within your own budget or records. However, if a theatre regularly rents its space out for \$X per time unit and donates the space to you, you may value it at \$X times the number of time units you use for your project.

Other Links:

- <https://www.insidephilanthropy.com/explainers/what-are-in-kind-contributions>
- <https://lmcc.net/wp-content/uploads/2019/06/In-Kind-Contributions-2019.pdf>
- <https://www.thegrantshub.com.au/grant-resources/articles/in-kind-support>
- <https://lmcc.net/wp-content/uploads/2019/06/In-Kind-Contributions-2019.pdf>
- <https://www.vic.gov.au/grants-understanding-kind-contributions>