

Regional Arts Development Fund

What is the Regional Arts Development Fund (RADF)?	1
What are the RADF funding categories this year?.....	1
Who can apply?	1
What projects are eligible for RADF funding?	2
The Draft Arts and Cultural Strategy (2023-2028).....	2
How much funding can be applied for?.....	2
What expenses are eligible for funding?	3
How are applications assessed?	4
If your application is successful	4
Claiming the grant	4
Acknowledgments.....	4
Acquittal.....	4
Variation to the project.....	4
How to apply	4
Key Dates for 2023-2024.....	5
More Information.....	5

What is the Regional Arts Development Fund (RADF)?

The Regional Arts Development Fund is a partnership between the Queensland Government and Gympie Regional Council to support local arts and culture in regional Queensland.

What are the RADF funding categories this year?

- Creative Community Projects
Supporting projects that nurture creative communities by increasing participation in and/or appreciation of arts and culture within the Gympie region.
- Creative Professional Development
Supporting arts organisations, artists, and arts workers to build on established creative and professional practice and provide opportunities to share the learnt skills and knowledge with the local arts community.

Who can apply?

- An incorporated not-for-profit community organisation,
- Applicants with an auspice arrangement with an organisation as above,
- Businesses or enterprises that provide creative or cultural services,
- Individuals over 18 years of age (applicants under 18 years of age must nominate an auspice organisation to administer the grant on their behalf).



*The Regional Arts Development Fund
is a partnership between the
Queensland Government and
Gympie Regional Council to support local
arts and culture in regional Queensland.*



Gympie Regional Council Community Grants Program 2023-2024

Regional Arts Development Fund

In addition, applicants must:

- Hold \$20M public liability insurance and other forms of insurance relevant to the project. (E.g., Volunteers Insurance, Workers Compensation Insurance.)
- Have no outstanding debt with Council.

What projects are eligible for RADF funding?

Projects must:

- Be based in, or provide direct benefit to, the Gympie region.
- Respond to one or more of the Strategic Outcomes as set out in Council's Draft Arts and Cultural Strategy (2023-2028).
 1. First Nations Arts and Culture is recognised and celebrated.
 2. Our Local Creative Sector is valued and thriving.
 3. Our Community is engaged as audience and co-creators.
 4. Our Places and Spaces are buzzing with creative activation.
 5. Our Living History and Unique Regional identity are honoured and shared.
- Respond to all the criteria provided by Arts Queensland:
 - Quality
 - Reach
 - Impact
 - Viability

For more information on Arts Queensland Criteria please refer to the Arts Queensland website: [Regional Arts Development Fund](#)

The Draft Arts and Cultural Strategy (2023-2028)

If successful, your project will be carried out under the GRC Arts and Cultural Strategy 2023-2028. The Draft Arts and Cultural Strategy (2023-2028) is expected to be ratified by Council in September 2023.

How much funding can be applied for?

- Creative Community Projects:
 - Maximum \$8,000.
 - Up to 80% of the total project costs.
 - Minimum applicant contribution 20% toward the total project costs.
 - E.g., \$8,000 (Grant requested) + \$1,600 (Applicant contribution) = \$9,600 (Total project costs).
- Creative Professional Development:
 - Maximum \$1,500
 - Up to 60% of the total project costs.



*The Regional Arts Development Fund
is a partnership between the
Queensland Government and
Gympie Regional Council to support local
arts and culture in regional Queensland.*



Regional Arts Development Fund

- Minimum applicant contribution 40% toward the total project costs.
- E.g., \$1,500 (Grant requested) + \$600 (Applicant contribution) = \$2,100 (Total project costs)

The funding sources for the applicant contribution may include other grants, ticket revenue, sponsorship, in-kind support, or a cash contribution from the applicant.

What expenses are eligible for funding?

For Creative Community Projects, eligible expenses for funding include:

- Artist/arts worker fees
- Project Coordinator fees
- Facilitator/Speaker fees
- Marketing costs
- Venue hire fees
- Materials

For Creative Professional Development eligible expenses include:

- Course registration/Tuition fees
- Travel (within Australia only)
- Accommodation
- Artist and arts/worker fees

Quotes are required for all expenditure items over \$1,000 and must be submitted with the application.

Ineligible Expenses

RADF funding may not be used for the following:

- In-kind services from Council,
- ongoing operational/administrative costs (e.g., ongoing salaries, rents, rates, etc.)
- debts or the costs of litigation,
- event insurance,
- prizes, awards or trophies,
- merchandise,
- purchase of alcohol,
- equipment for personal use including PPE (e.g., ear-phones/plugs),
- purchase of property or assets,
- international travel.

Remember you cannot use RADF funding retroactively for activities that have commenced or already occurred.



*The Regional Arts Development Fund
is a partnership between the
Queensland Government and
Gympie Regional Council to support local
arts and culture in regional Queensland.*



Gympie Regional Council Community Grants Program 2023-2024

Regional Arts Development Fund

How are applications assessed?

Applications are assessed by a Panel that includes Council staff with expertise in the specific category. Applications must meet the criteria as described under project eligibility.

If your application is successful

Claiming the grant

Successful applicants will be notified via email from Smarty Grants.

Applicants must also complete the online Funding Agreement before the grant payment can be made.

The Funding Agreement contains important information about your obligations and responsibilities and should be read carefully.

If the applicant is being auspiced, payment will be made to the auspicings organisation.

The applicant may also be required to be onboarded via EFTsure to receive payments from Council. This information will be included with the Funding Agreement.

The grant must be claimed within 30 days of notification.

Acknowledgments

All successful applicants are required to publicly and formally acknowledge RADF support. The format and obligations for acknowledgment are outlined in the Funding Agreement and include specific wording and branding.

Please contact your RADF Support Officer for assistance if required.

Acquittal

Acquittal is the process where the applicant shows how the grant funding was spent. All grant recipients must complete the online Acquittal Form within four weeks of completion of the project. Copies of invoices/receipts must be provided for all expenditure items. Ensure you keep good records and collect data throughout the project.

Variation to the project

You must use any grant funding as outlined in your proposal, however, at times, there may be circumstances that affect the development or delivery of the project. In this case, the applicant can seek a variation to the project. The applicant must contact Council as soon as practicable to discuss any changes or to seek an extension. Any variations or requests for an extension must be approved. Please contact the RADF liaison officer if you need to seek a variation or an extension to the project.

How to apply

1. Check your eligibility.
2. Read the following documents to familiarise yourself with the criteria.
Understanding how your project meets these criteria will help you to tailor a successful application.



*The Regional Arts Development Fund
is a partnership between the
Queensland Government and
Gympie Regional Council to support local
arts and culture in regional Queensland.*



Gympie Regional Council Community Grants Program 2023-2024

Regional Arts Development Fund

- The [Community Grants Program Guidelines 2023/2024](#) and the
 - Gympie Regional Council Draft [Arts and Cultural Strategy \(2023-2028\)](#)
 - [Creative Together 2020-2030](#)
3. Prepare your budget.
 4. Assemble your supporting documents. This may include letters of support from key stakeholders, quotes, CVs of project staff, information from past projects etc.
 5. Once applications open, click the **APPLY HERE** button on Councils' [Grants and Funding webpage](#) to go to the Smarty Grants application form. Only applications submitted online via Smarty Grants are accepted.

Applicants are encouraged to speak with a member of Council's arts and culture staff in relation to categories, eligibility, or definitions.

Key Dates for 2023-2024

Application round:	Opens	Closes	Outcome advised by:
Competitive grant round 1	7 August 2023	17 September 2023	30 October 2023
Competitive grant round 2	12 February 2024	24 March 2024	30 April 2024

- Funded projects must be delivered within 12 months of the outcome notification date of the round.
- Projects cannot commence prior to notification date of the round to which the application has been submitted.
- Outcome reports are due 4 weeks from the date of project completion.

More Information

For more information, please refer to the following.

- Arts Queensland [Regional Arts Development Fund](#)
- The [Community Grants Program Guidelines 2023/2024](#)
- Gympie Regional Council Draft [Arts and Cultural Strategy \(2023-2028\)](#)
- Arts Queensland [Creative Together 2020-2030](#)
- Gympie Regional Council [Grants and Funding webpage](#)

Contact

For assistance, please contact Council's RADF Liaison Officer by phone on 5481 0774 or by email at radf@gympie.qld.gov.au



*The Regional Arts Development Fund
is a partnership between the
Queensland Government and
Gympie Regional Council to support local
arts and culture in regional Queensland.*

