

Arts & Cultural Grants Program

2021-22 Program Guidelines



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Purpose:

The Arts and Cultural Grants Program provides funding to eligible groups, organisations and individuals to deliver creative arts and cultural projects that support Adelaide's vision for a Creative City. As one of the world's most liveable cities, Adelaide's Dynamic City Culture celebrates diverse community, culture, and creativity.

The key goals of City of Adelaide's Cultural Strategy (2017-2023) are to showcase, enable and connect opportunities for creative expression with artists and artisans, festivals, public art and Adelaide UNESCO Creative City of Music.

The Arts and Cultural Grants program priorities are for applications that support the delivery of City of Adelaide's Cultural Strategy including projects that foster and strengthen Adelaide's:

- Unique and renowned **cultural identity**
- Robust and sustainable **cultural economy**
- Engaged and **connected cultural community**
- Leadership as a **cultural incubator**
- Authentic vibrant and diverse **cultural experiences**

Grant	Grant amount	Length of Funding	Opening dates	Applicant contribution to the project
Public Art	Up to \$8,000	1 year	Up to two rounds per year	Applicant total financial or in-kind contribution must be equal to or greater than the amount being sought from the City of Adelaide
Community Programs and Events Grant	Up to \$8,000	1 year	Up to two rounds per year	Applicant total financial or in-kind contribution must be equal to or greater than the amount being sought from the City of Adelaide
Live Music Enterprise	Up to \$5,000	1 year	Up to two rounds per year	Applicant total financial or in-kind contribution must be equal to or greater than the amount being sought from the City of Adelaide
Quick Response	Up to \$2,000	1 year	Open until funds expended	Not required
Cultural Promotion	Up to \$2,000	1 year	Open until funds expended	Not required

Public Art - up to \$8,000

Funding will be provided for creative practitioners to create temporary public artworks within the public realm that add to Adelaide's beautiful, surprising places and connect City communities and visitors through curated experiences.

What type of project might be funded?

The proposal may be for an ephemeral public artwork such as a projection or performance, or temporary public artworks that include fixed (but not permanent) elements such as dance performances, installations, murals and paste-ups.

Community Programs and Events - up to \$8,000

Funding will be provided for events, performances and exhibitions which support dynamic city culture, celebrate diversity, community culture and creativity. This grant will also be provided for small community-based festivals and events that support and celebrate Aboriginal and Torres Strait Islander cultures, as well as Adelaide's multiculturally diverse and creative communities.

What type of project might be funded?

Music, art and cultural projects which have a publicly accessible outcome i.e. workshops, performances, exhibitions and events, or free or low-cost festivals and community events that support community diversity, cultural expression, experiences and participation.

Live Music Enterprise - up to \$5,000

Funding will be provided for live music enterprises and new music ventures that align with Adelaide's designation as a UNESCO Creative City of Music. Funding may also be provided to support the development of a live music venture or start-up that fosters a lifelong love for, and engagement with, music through performance, education and participation.

What type of project might be funded?

Festivals, live music performances and new music ventures of all genres. We are seeking applications from live music small to medium enterprises and early career entrepreneurs to start-up and trial new music ventures that expand Adelaide's global reputation as a 'magnet city' for musicians and music lovers.

Quick Response - up to \$2,000

Funding will be provided for public art, community programs and events or live music enterprise projects requesting a smaller financial contribution from the City of Adelaide and a quicker response time (15 working days turnaround). This could include events, exhibitions, performances, public artworks and workshops.

Cultural Promotion - up to \$2,000

Funding will be provided for marketing and promotions to showcase creative arts and cultural projects of all disciplines that contribute to Adelaide's Dynamic City Culture. The fund enables artists, artisans, musicians and culture makers to thrive and to promote city based creative activities and cultural enterprises.

What type of project might be funded?

Promotional and marketing activities for city based creative and cultural projects, festivals, performances, events, exhibitions, public art or workshops of any discipline including theatre, music, dance, visual arts, original film and writing. The grant can be utilised for the purchase of marketing and promotional goods and services including social media boosting, film development, website development, photography, media engagement, printing (decals/flyers) and catalogues.

Eligibility Criteria

- Arts and Cultural grants are only for projects occurring in the City of Adelaide (including North Adelaide)
- Business as usual (BAU) activities, ongoing programs and core business including salaries are ineligible for funding, even if the activities are project based. The Arts and Cultural grants do fund pilot projects to trial activities or projects that are new and different to an organisation's core business. If however, this project was successful and became part of core business or an ongoing program, it would no longer be eligible to receive funding
- Applications taking place on private property must include written evidence of approval as venue confirmation from the landlord or owner. This includes spaces owned by the City of Adelaide such as libraries and community centres
- If the project is taking place in a public space such as Adelaide's Park Lands and squares or roads applicants need to provide proof of submitting a City of Adelaide Events in the City booking form application
- Public art, community programs and events, and live music enterprise applications must match or exceed the funding request (financial and/or in-kind) from the City of Adelaide
- Ineligible applications will not advance to the assessment stage and applicants will be notified

Who can apply?

Applications will be considered from:

- Not-for-profit organisations and groups including:
 - Incorporated associations and companies limited by guarantee
 - Aboriginal and Torres Strait Islander Corporations (under the Aboriginal and Torres Strait Islander Act 2006)
 - Unincorporated groups. These must be auspiced by an incorporated association that will take legal and financial responsibility for the administration of funds
- Individuals and sole traders
- Commercial organisations and social enterprises may also be considered **where they deliver opportunities outside their usual business** that focus on the arts, community benefit and strongly aligns with the Arts and Cultural Grant program's priorities.

What will NOT be funded?

Applications for the Arts and Cultural Grants Program will be ineligible if any of the following apply:

- Applications do not meet the identified Arts and Cultural Grant Program priorities
- The City of Adelaide is already providing funding to the project
- The application is for projects occurring outside the City of Adelaide area
- Business as usual activities and salaries as part of an ongoing program. Projects must have a clear start and end date
- Applications duplicate an existing event or program that operates in the City
- Applications contravene an existing City of Adelaide Policy or Operating Guideline
- The application denigrates or excludes any groups in the community
- Applications that are private or invitation only that are not openly accessible to the community
- The application has safety and/or environmental hazards
- The applicant undertakes canvassing or lobbying of Councillors or employees of the City of Adelaide in relation to their application during the application and assessment process
- The application is for large capital expenditure, i.e. purchase or lease of real estate, renovation, repair or maintenance of buildings or purchase of major equipment or material goods such as office furniture, computers and playground etc.
- The applicant has not acquitted on any previous City of Adelaide funding or finalised outstanding debts
- The application is for reimbursement of funds already spent
- The application is for training or education in government or private institutions, or activities that will be offered for assessment in such institutions
- The application is for conferences, tradeshow, award ceremonies and interstate or overseas travel expenses including accommodation
- The application is for general fundraising activities
- Funds are for State or Australian Government departments or other Councils
- The funding request is from a commercial organisation operating on an expected profit basis
- The application is for in-kind services or relies on recurrent funding from the City of Adelaide
- The funding request is for projects that are the core responsibility of other levels of Government

Application process

- All applicants must complete and submit an electronic (online) application via SmartyGrants. You must register if you are a new SmartyGrants user. If you have an existing SmartyGrants account, you can use it to log in and complete an application. Your application form can be saved and updated at any time until you click "Submit"
- Applicants will receive an automated response once an application has been submitted
- Late submissions will not be accepted

Assessment Criteria	Weighting %
The degree to which the proposal is fully developed	20%
The degree to which the proposal aligns with the City of Adelaide's Cultural Strategy 2017 – 2023	50%
The degree to which the proposal demonstrates cultural and creative value	30%
Total	100%

Assessment process

- All applications will be eligibility checked once submitted
- If ineligible for assessment applicants will be notified in writing
- Eligible applications will be assessed against the assessment criteria
- The City of Adelaide reserves the right to request further information in considering any application, as well as the right to reject any application that does not meet the criteria
- Applications may be assigned to another grant or funding program as part of the assessment process if the original grant and/or funding program selected by the applicant is not deemed the most appropriate for the project
- Awarded projects may receive full or partial funding
- The City of Adelaide will not provide in-kind support in addition to funds endorsed
- Multiple applications from the same applicant (for different projects) in multiple City of Adelaide grant categories or programs will be considered and assessed on their individual merits

The Arts and Cultural Grants Program is highly competitive, and the City of Adelaide receives more funding applications than it can support. Successful applications are those that best satisfy the assessment criteria however even applications that meet the assessment criteria may not be competitive against other applications.

Notification

Applicants will be notified in writing of the outcome of their application. The funding decision made by the City of Adelaide is final.

The City of Adelaide will endeavour to adhere to the following timelines for assessment and notification:

- Public Art, Community Programs and Events, Live Music Enterprise: 8 weeks application turnaround
- Quick Response and Cultural Promotion: 15 working days application turnaround. Please note that Quick Response applications must be received more than 15 working days before the proposed project start date. Cultural Promotion applications must be received more than 30 working days before the proposed project start date

Payment

The City of Adelaide will not waive fees nor provide in-kind support in addition to funds approved. Prior to payment, all successful applicants will be required to:

- Enter into a funding agreement with the City of Adelaide detailing the grant terms and conditions
- Provide a copy of their public liability insurance Certificate of Currency for a minimum of \$20 million
- If paid staff are employed, provide a copy of the organisation's Return to Work SA certificate of registration, or similar employee insurance policy
- Provide a tax compliant invoice for the agreed funding amount (plus GST if applicable)

Reporting and Acquittals

All successful applicants will be required to complete an online acquittal report of the project via SmartyGrants within six weeks of the project completion date. Applicants who do not complete and return an acquittal report will be ineligible for any future applications and funding.

Approvals, Permits and Fees

- Applications taking place on private property must include written evidence of approval as venue confirmation from the landlord or owner. This includes spaces owned by the City of Adelaide such as libraries and community centres
- If the project is taking place in a public space such as Adelaide's Park Lands and squares or roads applicants need to provide proof of submitting a City of Adelaide Events in the City booking form application
- Permits are not required as part of the grant application process, however applicants need to demonstrate their awareness of any requirements and reflect these in their project budget as the City of Adelaide will not waive approval and permit fees
- Successful applicants will be required to provide confirmation of approvals and/or required permits before a project can commence

Examples of permits that could be applicable include:

- A 'Development Approval' to install an artwork on a building
- A 'City Works Permit' to undertake any construction /installation in the public realm
- Permits such as 'Objects on Footpath', 'On Street Activities', 'Media Production' and 'Road Closures' if your project involves these components

More information

- Development Approvals – customer.cityofadelaide.com.au/development-approvals
- Events in the City Booking Applications – cityofadelaide.com.au/community/spaces-rooms-venues-to-hire
- Booking a Library Space cityofadelaide.com.au/community/library-services/book-a-library-space
- ABN: An Australian Business Number (ABN) or a Statement by a Supplier is essential. An ABN can be obtained from the Australian Business Register (telephone: 13 28 66 or visit abr.gov.au). 'Statement by a Supplier' forms can be obtained by visiting ato.gov.au
- Auspice organisations: An auspice organisation receives the grant on behalf of the applicant and has the legal responsibility for ensuring the project is delivered. Auspice organisations may auspice a number of applications concurrently per year.
- Events alongside major festivals: applications for projects that are presented alongside major festivals will be considered and assessed on their individual merits.

Who to contact for further assistance:

Applicants are encouraged to discuss their project with a Case Manager Officer before applying:

Malia Wearn, Case Management Officer, Arts & Culture
8203 7807
M.Wearn@cityofadelaide.com.au

Emma Coyle, Case Management Officer, Public Art
8203 7050
E.Coyle@cityofadelaide.com.au



Front cover image: Tanya Voges,
Birth Repeated, 2020, in Postcards
from Motherhood, The Mill. Photo:
Sam Rogers, courtesy of The Mill

Back Cover Image: Grote Wishing
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Howe.