

Regional Arts Development Fund (RADF) Information for Applicants

REGIONAL ARTS DEVELOPMENT FUND (RADF)

The Regional Arts Development Fund (RADF) is a partnership between state and local governments which invests in quality arts and cultural experiences across Queensland, based on locally determined priorities.

RADF promotes the role and value of arts, culture and heritage as key drivers to -

- provide public value for Queensland communities
- build local cultural capacity, cultural innovation and community well-being
- deliver Queensland Government's objectives for the community.

OBJECTIVES

The RADF supports arts and cultural activities that:

1. Grow local return on arts and cultural investments
2. Foster collaboration within communities and encourage new partnerships
3. Encourage transparency and local decision making in government.

KEY PERFORMANCE OUTCOMES (KPOs)

All projects receiving RADF funding are required to report on their contribution towards the Key Performance Outcomes (KPOs):

IMPACT

1. RADF invests in a diversity of local arts and cultural projects
2. RADF engages in local communities in arts and cultural activities
3. RADF supports local employment and strengthening of local arts sector

QUALITY

1. RADF supports quality arts and cultural initiatives based on local priorities
2. Local communities value RADF

REACH

1. RADF supports engagement with new and diverse artists, audiences and communities
2. RADF contributes to diversity and inclusive communities, growing strong regions, and providing training, education and employment

VIABILITY

1. RADF builds strong partnerships between arts and non-arts sectors
2. RADF leverages additional investment
3. RADF funding is used effectively and appropriately

Further information about the KPO's is provided below.

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RADF IN SOMERSET

Somerset Regional Council is committed to promoting the arts as a tool for cultural expression, place making, development and encouraging cultural engagement and participation to build community capacity.

Through four funding rounds, RADF will work in conjunction with the Somerset Regional Council Arts and Cultural Policy to realise three main priorities. It is envisioned that at least one of these priorities is addressed in the project description of all RADF applications.

STRATEGIC PRIORITIES

Each year three themes / priorities are identified which align themselves with Councils Corporate Plan. The priorities are:

- Somerset stories
- Wellbeing
- Placemaking

70% of RADF funds will be linked directly to these three priorities with 30% of RADF funds to be used to promote artistic excellence through the:

- Person & Places activation program
- Skills Development

FUNDING ROUNDS

2021- 2022 financial year.

RADF Round	Stage one closes Proposal Snapshot	Stage One - Decisions advised	Stage two closes - Projects shortlisted	RADF Committee Assessment
Round One	8 October 2021	22 October 2021	5 November 2021	15 November 2021
Round Two	7 January 2022	21 January 2022	4 February 2022	14 February 2022
Round Three	8 April 2022	22 April 2022	6 May 2022	16 May 2022
Round Four	8 July 2022	15 July 2022	5 August 2022	15 August 2022

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GRANT CATEGORIES

RADF grants are available for individuals, groups and organisations. The funding categories below outline the eligible activities and projects. Your application must align with one of these categories.

SOMERSET STORIES

Collecting and presenting community stories. RADF will support activities/ projects that explore the diversity of our community and the possibilities around how we collect and present stories from our community.

Somerset Council encourages proposals with heritage, first nations and multicultural ethnic group stories that can demonstrate strong community participation and ownership.

Ideas may include, but not be limited to:

- Documentation, preservation, interpretation projects and collection management training through community-based workshops
- Community stories, which can be documented in a variety of forms and mediums, including plays, videos, artwork, digital exhibitions, education programs, oral histories and publications.

WELLBEING

Participating in the arts has multiple benefits for health and wellbeing: it reduces social isolation, strengthens community connection and builds self-esteem. This priority is about projects that address the wellbeing of people and communities through engagement in arts and cultural activities and include:

- Developing projects within community settings and engage individuals and diverse population groups to foster community cohesion, promote awareness of health issues, facilitate interaction, inclusion, intellectual stimulation and reduce isolation.
- Using digital technology and social media as mechanisms for engaging individuals and communities in arts and health initiatives, ensuring access to this practice particularly for those in rural and remote areas.
- Using the arts to foster a safe space, helping people connect and develop a sense of belonging.
- Promote positive mental health through improved communication, enhanced self-expression and self-esteem.

PLACEMAKING

RADF will support activities/ projects that assist our community to engage with, activate and transform local spaces and places in a way that highlights a locality's unique identity and strengthens relationships with the environment.

Ideas may include but not be limited to:

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- Development of public precincts and places.
- Cultural tourism projects encouraging visitors to appreciate our culture.
- Cultural animation and cultural programming including festivals and public events.
- Support the delivery of public art activities which can include established forms of arts (sculptures, paintings, etc) and transitory forms (performances, dance, theatre, poetry).

PERSON & PLACES ACTIVATION PROGRAM

Increase opportunities for arts and cultural experiences and participation throughout the Somerset region, across all sectors of the community through initiatives that activate existing community, and arts and cultural infrastructure

SKILLS DEVELOPMENT PROGRAM

This category supports the professional development of individual creative practitioners, and projects that provide opportunities for community groups and residents of the Somerset region to engage in skills development activities. Activities may include but not be limited to activities/projects which provide opportunities for learning, career development and growth.

APPLICATION PROCESS

RADF applications involve a two-stage process.

The first stage is the Project Snapshot which involves the submission of a two-page project outline and budget. If the project meets the RADF guidelines, applicants will be advised to complete the stage two application form.

1. Stage one - Proposal snapshot
2. Grant applications will be checked for eligibility by the RADF liaison officer.
3. Stage two application forms must be submitted - projects are shortlisted
4. Applications will be assessed by the RADF committee. The committee will consider:
 - Key Performance Outcomes
 - Eligibility
 - Available funding
 - Funding multiple art forms
 - Project locations
 - Project alignment with local priorities and corporate documents such as the Arts and Cultural Policy and Corporate Plan.
5. The RADF committee will create a funding recommendation.
6. Recommendation goes to Council meeting to be approved
7. Applicants will be advised of funding outcome.
8. All applicants are encouraged to seek feedback on their application.

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HOW MUCH CAN I APPLY FOR?

Individual project requests will not be capped and will be assessed on merit. RADF will not support 100% of any project.

All RADF funding will be assessed by the RADF advisory committee consisting of community members. The committee will consider the grants against the assessment criteria and make funding recommendations which will then be ratified by Council.

APPLICANT ELIGIBILITY

INDIVIDUALS

- Individual professional artists, emerging artists, arts workers, cultural workers and/or project coordinators
- Must be permanent residents or Australian citizens

GROUP/UNINCORPORATED BODY

Collectives or cooperatives are community groups or groups of artists that are not incorporated but must be auspiced by an incorporated organisation including local government, or an individual with an ABN. One person must be nominated as the accountable representative of the collective for management, reporting and financial matters.

ORGANISATION

Eligible organisations include arts and cultural not-for-profit organisations and Australian companies that are either based in Queensland or able to demonstrate how their project will directly benefit Queensland arts and culture.

Organisations must be registered under law as either incorporated associations or a company limited by guarantee.

ALL APPLICANTS MUST:

- Have successfully acquitted previous RADF grants
- Complete application in entirety
- Include essential support material
- Sign application (applicants under 18 must have a guardian co-sign application)
- Submit application by 5pm on the round due date (or be time-stamped if in post)
- Have an ABN (or be auspiced by individual/ organisation with ABN)
- Be based in the Somerset region or if based outside the region, applicants must demonstrate how the project will directly benefit arts and culture in the Somerset region.
- Have discussed their project with the Somerset Regional Council RADF liaison officer.

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INELIGIBLE PROJECTS AND ITEMS

- Applications seeking 100% of project funding. Applicants are required to make a significant contribution to their projects, this may be in-kind.
- Projects which pay arts workers below industry recommended rates.
- Projects which have already commenced (RADF does not 'top up' funds)
- Recurrent funding for arts organisations operational expenses. However, local arts and cultural organisations may apply for funding for additional projects beyond their normal capacity.
- Recurrent funding: the same activity or project will not be funded multiple times. Applicants are eligible to apply for RADF funding for projects which build on their previous projects.
- Capital expenditure: except where equipment is directly essential to the project, the equipment remains available to the local community and the future process or handling equipment is identified in initial RADF proposal. The RADF committee must consider the purchase integral to that project.
- Prize money for competitions and eisteddfods. RADF will fund bringing in professionals to our region to assist with your event, such as judges and associated costs, provided that those professionals offer a public program (i.e. talk or workshop) to provide a community benefit alongside their duties.
- Primary training of artists: accredited study, training or university courses.
- Framing
- School arts activities EXCEPT where those activities form part of broader community cultural development processes or are part of professional arts development.
- Summer/ Winter schools: A maximum of two places will be supported each year.
- Freight: only a small proportion of these costs can be covered as part of presentation costs for significant exhibitions.
- Publishing costs projects incorporating publication of a document should consider other sources of funding for this aspect or utilise print-on-demand services. A maximum portion of costs may be eligible as part of the presentation of significant projects, as a guide 25%. This decision is at the RADF Committee's discretion.
- Entertainment: funding is not available to pay for entertainment at events. However, it may be considered if there is an additional community benefit i.e. a performing musician also runs a series of workshops.
- Murals: Murals will only be funded if they align with the funding categories and assessment criteria.
- Workshops with arts and cultural service organisations that are part of the organisation's 'core' business. Arts QLD have already funded these organisations to deliver core services.
- Amateur arts activities and craft: except where a professional artist or arts worker is employed to provide professional services or encourage innovation and arts development.

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KEY PERFORMANCE OUTCOMES (KPO's)

The questions in the grant application are designed to help you illustrate how your project contributes to the following set of Key Performance Outcomes (KPO's). The RADF Committee will consider these as part of the assessment criteria. Consider KPO's in the planning of your project and completion of your application.

	KPO	MEASURE
Impact	RADF invests in a diversity of local arts and cultural projects.	Number of projects funded in each local council area
	RADF engages local communities in arts and cultural activities	Number of attendees and participants in each region for RADF funded activities
	RADF supports local employment and strengthening of local arts sector	Number of people employed and/or number of artists/ art workers involved in professional development/ training
Quality	RADF supports quality arts and cultural initiatives based on local priorities	% of RADF funding which supports projects that relate to locally identified priorities
	Local communities value RADF	Evidence of positive audience/ participant/ partner feedback on RADF funded projects
Reach	RADF supports engagement with new and diverse artists, audiences and communities	Number of RADF projects that support active engagement with a focus group
	RADF contributes to diversity and inclusive communities; growing strong regions; and providing training, education and employment	Number of projects that have a key focus on providing outcomes related to: Health & Wellbeing, Social Connection & Cohesion or employment, Education and Training.
Viability	RADF builds strong partnerships between arts and non-arts sectors	Number of partners involved in RADF supported projects
	RADF leverages additional investment	Value of investment leveraged from other sources
	RADF investment is used effectively and appropriately.	Funds are used as intended and accurate reporting is provided through income and expenditure statement and supporting documents.

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ACKNOWLEDGEMENTS, REPORTING AND ACQUITTAL PROCESSES

NOTIFICATION OF OUTCOME

All applicants will be notified of their application outcome in writing shortly following the dates listed with grant round information.

Successful applicants will receive two copies of a RADF letter of offer (any special conditions will be listed) -

- One to sign and return
- One to keep for your reference

CHANGES TO YOUR PROJECT

It is understandable that sometimes the proposed RADF project cannot go to plan and changes need to be made. When this happens, please ensure you -

- Notify the RADF Committee (via email to the RADF Liaison Officer) prior to commencing any changes to your activity.
- Use the form provided to state the reason for the change and list the proposed amendment to the project such as timeline, budget, etc.
- Await RADF Committee decision.

The RADF Committee may:

- Approve the changes
- Request you complete a new application form or budget
- Ask you to return the funds and re-submit your application in the next round

You must:

- Action any requirements requested by the committee
- Keep a record of your change request to submit with your outcome report.

COMPLETION OF YOUR PROJECT

- An Outcome report is due no more than eight weeks after the completion of your RADF project.
- Any unspent moneys will need to be returned. The RADF Liaison Officer will confirm the amount with the applicant and provide details for payment at the acceptance of the Outcome Report.
- Include information about the success of project or activity including a budget and supporting material such as photographs, testimonials and receipts.
- Applicants who fail to submit Outcome Reports will be ineligible to apply for future funding and may be asked to repay the grant.

It is recommended that the Outcome Report is read upon starting your project so you can identify what information you will be required to collect during your project.

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UNSUCCESSFUL APPLICATIONS

All applicants will be notified of their application outcome in writing following the dates listed with grant round information.

Unsuccessful applicants are encouraged to contact the RADF Liaison Officer to gain feedback and advice on their application. Feedback can be used to strengthen your application for re-submission in future grant rounds.

DISPUTE RESOLUTION

If any conflict arises between applicants and Committee Members or Council staff, you should first contact the RADF Liaison Officer regarding any disagreement.

You have the right to request a meeting with a Committee Member or Council staff to get feedback on your application or see the minutes of assessment meetings.

Arts Queensland can offer advice about the RADF Program to you and the Committee, but it is not available to mediate. However, the Local Government Association of Queensland can suggest local mediators.

ACKNOWLEDGEMENT

RADF funded activities must acknowledge the Queensland Government and Somerset Regional Council in all promotional material, publications and products by inclusion of RADF acknowledgement text and logos - as provided to you by Somerset Regional Council.

ACKNOWLEDGMENT TEXT FOR RADF

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

Queensland Government crest is at <http://www.arts.qld.gov.au/funding/logos.html>

Please contact Somerset Councils RADF liaison officer to obtain Somerset Councils logo.

ASSISTANCE WITH GRANT APPLICATIONS

RADF Liaison Officer is Caroline Smith. To ensure availability call or email to make an appointment.

Post Somerset Regional Council
PO Box 117, Esk QLD 4312

Email mail@somerset.qld.gov.au

Phone (07) 5424 4000

In Person Somerset Regional Council
2 Redbank Street, Esk