ARTS GRANT GUIDELINES

Overview

The Arts Grants program in the Town of Victoria Park invests in artists and creatives to develop and deliver artistic, cultural, or creative activities that engage with the local community in meaningful ways.

Applications for projects and initiatives that meet the following objectives will be considered for funding:

1. Engage the local community within the Town of Victoria Park in meaningful arts, cultural, and creative experiences.

2. Develop and strengthen Victoria Park's unique and vibrant arts, creative, and cultural sector, and include local artists and/or creatives in activities.

3. Nurture and support artists and creatives to extend their artistic, cultural, or creative practice.

Eligibility Criteria

Who can apply:

Applications from artists, creative professionals and arts and cultural organisations are encouraged. Applications will be considered from:

- Individuals with an ABN or eligible auspice organisation.
- Not for profit organisations including incorporated associations and public companies limited by guarantee

What will not be funded:

The following applications are ineligible for Arts funding in the Town of Victoria Park:

- For-profit organisations and individuals without an ABN.
- Recurring or pre-existing events that don't demonstrate significant changes or new initiative areas.
- Those without a public outcome within the Town of Victoria Park.
- Applications that disparage or exclude any groups in the community.
- Applications that contravene an existing Town of Victoria Park Policy or Plan (e.g., Reconciliation Action Plan, Access and Inclusion Plan).
- Faith-based activities of religious organisations.
- Large capital expenditures, such as lease payments, repair or maintenance of buildings, or purchases of major equipment.
- Elected Members, Town staff or a relative of an Elected Member or Town staff are not eligible
- Public artworks that do not have confirmation from the building or landowner.
- Online projects without clear benefits for the Victoria Park community.
- Recurrent costs including wages, utilities, rent, annual insurances, etc.
- Applicants who haven't acquitted any previous Council funding or finalised outstanding debts.
- Retrospective funding or reimbursement payments.
- Funding requests for training or education in government or private institutions, or research activities that will be offered for assessment in such institutions.
- Applications for conferences, tradeshows, award ceremonies, and for the purpose of fundraising.
- Funds for State, Federal, or other Local Government departments and educational institutions.
- Funding for programs or services that are the core responsibility of other levels of government (e.g., schools).

- Interstate/international travel and accommodation.

The Application Process

1. Contact the Town's grant officer when applying to discuss the potential project and subsequent application, admin@vicpark.wa.gov.au

2. Complete the Arts Grant Application Form online via the Town's Smarty Grants portal. Please ensure all questions are answered with as much project detail as possible.

3. Submit your application. Once you have submitted your application you will receive an email of acknowledging receipt. Applicants will be notified of funding decisions via email.

The Assessment Process

Eligible applications will be assessed against the grant objectives, assessment criteria and available funding. The Assessment Panel may recommend full, part or no funding. All applications are assessed per the following criteria which aligns to the program's objectives:

1. **Artistic Merit and Participation (40%)**

   - Lead artists are clearly identified and their participation is confirmed.
   - Artists' and creatives' expertise is acknowledged and appropriately compensated.
   - The project concept showcases strong artistic, cultural, and creative practices.

2. **Community Engagement and Feasibility (40%)**

   - The project meaningfully engages the local community, targeting specific audiences and community members.
   - Ensures inclusiveness and accessibility for all community members.
   - Builds collaborative partnerships within the community.
   - Demonstrates the ability to deliver the project within the specified timeframe.
   - Provides a realistic and achievable budget, including quotes.

3. **Local Impact and Sustainability (20%)**

   - Enhances the sense of place within the Town.
   - Delivered in publicly accessible locations.
   - Supports and develops local artists, creatives, arts and culture organisations, or creative businesses.
   - Incorporates environmentally sustainable practices.
   - Activates areas within the Town in engaging and interesting ways.

Successful Applicants

All successful applicants are required to sign and adhere to a funding agreement outlining the terms and conditions of the grants, including acknowledgement of the Town.

Recipients are required to:

- Provide a copy of the organisation's Public Liability Insurance 'Certificate of Currency'
- Adhere to the payment process as outlined in the signed funding agreement
- Complete the project/event within the funding timeframe
- Complete a grant acquittal Reporting and Acquittals

- All successful applicants will be required to provide a report on the outcomes of the project funded by the Town, in the form of an online acquittal document. This includes completed income and expenditure statements with correlating remittance (proof of payment, not charge) and any promotional material and images, as outlined in the funding agreement. The acquittal is due within 8 weeks from the completion of the project.
- Any portion of the grant unspent, or not expended in accordance with the grant program must be returned to the Town.
- Applicants who do not complete and submit an acquittal will be ineligible for any future funding opportunities.

Important Information

- Auspice organisations may only have one open funding agreement per year in any community funding program.
- Public Liability Insurance is required for public events and activities.
- Not-for-profit organisations may choose to access one off cover from Local Community Insurance Services.
- Individual artists may choose to access insurance from Artsource