

The *Regional Arts Development Fund Application Form* is to be used to apply for financial assistance for community art and cultural activities by professional or emerging professional artist individually, with a group or through an organisation.

To return your completed form or for further information, please contact Council's Community Development Services via email, council@hinchinbrook.qld.gov.au, phone 4776 4600, in person at Council's Main Office, 25 Lannercost Street, INGHAM QLD, or via post PO Box 366, INGHAM QLD 4850.

APPLICATION SUMMARY				
Applicant Name				
Contact Person's Name (group and/or organisation)				
Email Address				
Contact Phone Number				
Postal Address				
Town/Suburb		State		Postcode

Eligibility Checklist

Please refer to the Regional Arts Development Fund Policy for eligibility requirements:

- Reside within Hinchinbrook Shire;
- Professional arts and/or cultural qualifications attached;
- Hold an Australian Business Number (ABN);
- Have devoted significant time to arts and/or cultural practice;
- Have been recognised as a professional by my peers;
- Experienced in holding public exhibitions or given public performances (not as part of a competition);
- Have works held in public collections;
- Have won important national and/or international prizes or awards;
- Public discussions and/or articles have been written or held regarding my work;
- Have been commissioned or employed on the basis of art skills and/or earning income from sales of artwork;
- Member of a professional association (or associations) as a professional artist;
- I am an artist whose artistic or cultural knowledge has been recognised as professional by peers or the cultural community;
- I am an artist whose artistic or cultural knowledge has developed through oral traditions;
- Be not-for-profit organisation or group (Council may request the submission of certificate of incorporation or other documentation to demonstrate this criteria) if applying as a group;
- Submitted previous RADF acquittal forms;
- Demonstrate how the project will directly benefit arts and culture in the Shire; and
- Complete the RADF Application Form.



PROJECT SUMMARY			
Project Name			
Project Description Provide a brief description of your project including aims and objectives. This statement will be used to promote your project in our media releases if successful.			
Project Commencement Date		Project End Date	
Outcome Report Due Date (four weeks from event or activity)		Location of project	
Total Cost of Project	\$	Requested RADF Investment	\$

RADF GRANT HISTORY	
Have you received any other financial or other type of assistance from Council for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you raising funds on behalf of another group which is itself a recipient of financial assistance from Council?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the activity high risk, that could result in unruly behaviour and antisocial practices?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the activity take place outside of the Hinchinbrook Shire?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you previously applied for a RADF Grant?	<input type="checkbox"/> Yes <input type="checkbox"/> No
In what year did you previously apply for a RADF Grant?	
If you were successful has that grant been successfully acquitted?	<input type="checkbox"/> Yes <input type="checkbox"/> No



SECTION ONE: INDIVIDUAL APPLICATIONS	
Do you have Australian Citizenship or Permanent Residency status?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you under 18 years of age?	<input type="checkbox"/> Yes <input type="checkbox"/> No

SECTION TWO: GROUP APPLICATIONS	
<i>Collectives or cooperatives are community groups or groups of artists that are not incorporated and therefore must be auspiced by an incorporated organisation (including Local Government authority), or an individual with an ABN to take financial responsibility for the grant. One person must be nominated as the accountable representative of the collective for management, reporting and financial matters.</i>	
Name of Group	
Name of Auspicing Organisation and/or Individual	
Contact Person for Auspicing Organisation and/or Individual	
Postal Address of Auspicing Organisation and/or Individual	
Town/Suburb	State Postcode

SECTION THREE: ORGANISATION APPLICATIONS	
<i>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 local arts and culture. Organisations must be registered under law as either incorporated associations or a company limited by guarantee.</i>	
Legal Name of Organisation	
Position of Contact Person	

SECTION FOUR: ABN DETAILS	
<i>To be completed by Individuals, Organisations or Auspicing Organisations and/or Individuals responsible for the financial management of the grant if it is successful.</i>	
What is your ABN?	
In what name is the ABN registered?	
Are you registered for GST?	<input type="checkbox"/> Yes <input type="checkbox"/> No



PROJECT IMPACTS

Activity Type

Please select the option that best describes the type of activity within the project

Community consultation/arts research/policy development	<input type="checkbox"/>	Performances	<input type="checkbox"/>
Creative development of new work	<input type="checkbox"/>	Placemaking	<input type="checkbox"/>
Cultural Tourism	<input type="checkbox"/>	Professional and/or Career Development	<input type="checkbox"/>
Events and/or Festivals	<input type="checkbox"/>	Publications	<input type="checkbox"/>
Exhibitions and/or Collections	<input type="checkbox"/>	Workshops	<input type="checkbox"/>
Heritage protection and/or promotion	<input type="checkbox"/>	Other (please specify):	<input type="checkbox"/>

Project Art Form

Please select one art form that best describes your project

Visual arts, craft and design	<input type="checkbox"/>	Dance	<input type="checkbox"/>
Theatre	<input type="checkbox"/>	Writing	<input type="checkbox"/>
Community Arts and Cultural Development	<input type="checkbox"/>	Music	<input type="checkbox"/>
Museums and/or Collections and/or Heritage	<input type="checkbox"/>	Film and/or Multi-media	<input type="checkbox"/>

PROJECT PRIORITIES

Local Priorities

Please select one of the following Council's local arts and cultural priorities that your project best addresses

Empower the community	<input type="checkbox"/>	Promote safe, healthy, inclusive and socially engaged communities	<input type="checkbox"/>
Encourage innovation and attract new investment to the Shire	<input type="checkbox"/>	Empower and encourage strong community organisations	<input type="checkbox"/>
Strengthen networks	<input type="checkbox"/>	Create places of community identity	<input type="checkbox"/>
Develop town and community planning	<input type="checkbox"/>	Develop Hinchinbrook as a destination	<input type="checkbox"/>

State Priorities

Please select one of the following Queensland State priorities that your project best addresses

Safeguarding our Health	<input type="checkbox"/>	Building Queensland	<input type="checkbox"/>
Supporting Jobs	<input type="checkbox"/>	Growing our regions	<input type="checkbox"/>
Backing small business	<input type="checkbox"/>	Investing in skills	<input type="checkbox"/>
Making it for Queensland	<input type="checkbox"/>	Backing our frontline services	<input type="checkbox"/>
Protecting the environment	<input type="checkbox"/>		



BUDGET AND MILESTONES (Additional Budget evidence to be attached. Whole dollars only)			
Expenditure or Income	Milestone Date When do you expect this to be completed	Total Costs (excl. GST) Whole dollars only	RADF Funding (excl. GST) Whole dollars only
COMPLETION	___/___/___	\$	\$

SUPPORTING MATERIAL			
Copy of Certificate of Incorporation	<input type="checkbox"/> Attached	Up to Three Letters of Support from Local Community	<input type="checkbox"/> Attached
Supporting Material from Auspicing Organisation (If not incorporated)	<input type="checkbox"/> Attached	CV of Applying Artist (No longer than three pages)	<input type="checkbox"/> Attached
Completed Eligibility Checklist (page one of application form)	<input type="checkbox"/> Attached	Quotes for Budget Items Over \$300 Requiring Grant Assistance	<input type="checkbox"/> Attached
Professional Arts and/or Cultural Qualification	<input type="checkbox"/> Attached	Risk Assessment Or demonstrated consideration for Health and Safety	<input type="checkbox"/> Attached

Privacy Notice and Disclaimer

Hinchinbrook Shire Council is collecting your personal information to process your submission as stated in this form. The collection of this information is authorised under the *Local Government Act 2009*. Your personal information will not be disclosed to a third party unless required by law. You may access this information on the appropriate form obtainable from Council's website at any time.

SIGNATURE REQUIRED			
Applicant Signature		Date	
Name of Auspicing Body			
Contact Person's Name		Contact Person's Position	
Auspicing Agent Signature		Date	

