

Please note: At the time of publishing, Government restrictions are in place in response to the COVID-19 pandemic. Council recommends that in the preparation of applications and delivery of grant projects individuals/groups are aware of and adhere to the most recent advice provided at visit <https://www.australia.gov.au/>

Creative Community Grants – Guidelines

Contacts:

To discuss your application prior to submitting please contact:

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Or

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communitygrants@gplains.vic.gov.au

General Overview:

The Creative Community Grants Program looks for projects that help to achieve the goals and outcomes of the strategic objectives of the Golden Plains Shire Council Arts and Culture Strategy 2018-2022.

The priority areas are:

1. Opportunities for residents to connect and engage with their local community through participating in creative experiences
2. Support the local artistic community
3. Arts and culture as a tool to revitalize local spaces

What will we fund?:

Council will consider applications from incorporated community groups and organisations for projects including but not limited to:

- Workshops
- Arts activities as part of community festivals or events
- Artist-in-residence programs
- Public art and design projects
- Performances
- Community seminars and forums
- Exhibitions
- Other local arts initiatives
- Activities or projects which support the development of lost trades

What won't be funded?

Council will not provide funding for the following:

- Activities that are inconsistent with Council priorities or Community strengthening grant program objectives
- An applicant whose project has received Golden Plains Shire funding for the same activity within the same financial year, including through budget allocation or another stream of grant funding
- An applicant that has overdue debts to Golden Plains Shire Council

- An applicant that has failed to provide satisfactory acquittal reporting from any previous Golden Plains Shire Council funding
- Projects that only provide direct financial benefit to a commercial business or individual with no significant community outcome
- Projects outside of Golden Plains Shire
- Works that have already commenced
- Duplicates of existing services/activities unless it can be demonstrated that it meets an unmet community need
- Are solely curriculum based (primary or secondary school). Only applications that demonstrate a broader community partnership approach will be considered
- Applications that rely solely on Golden Plains Shire Council funding (i.e. applicants cannot apply for 100% of project costs)
- An organisation's recurring operational costs, such as salaries, rent and utilities or administrative project costs, such as salaries (excluding artist wages), rent and insurance
- Funding for individuals to attend conferences, training or workshops, as well as funding for prizes, donations, awards, scholarships or gifts
- Professional development for individual artists

Eligibility criteria

1. Community groups and organisations must be incorporated and not for profit (or have an auspicing group)
2. Groups may submit multiple applications per round but they must be for different projects and cannot be the same application over multiple streams.
3. Government organisations and agencies are not eligible to apply, however kindergartens, Committees of Management and other community committees are eligible
4. Primary and Secondary schools are eligible to apply for arts and culture projects which are completed fully within Golden Plains Shire as long as the project is not solely curriculum based and can strongly demonstrate a partnership with another community organisation.
5. Applicants must match the requested funding through either cash or in-kind (volunteer labour) contributions.
6. The number of times an applicant has previously received funding through the Creative Community Grant stream will be considered during the assessment process. Council may choose not to fund a project by applicants who have previously received funding should the program be oversubscribed

Funding criteria (weighted, out of 100):

All applications will be assessed against the following criteria:

1. Clear objectives that align with the grant focus areas

The objectives of the project are clearly identified 10%

The project and intended target group aligns with the grant focus areas 30%

2. Direct benefit to the Golden Plains Shire community

The project delivers clear and measureable outcomes and benefits to the target group 20%

There is potential for the project to have a lasting community impact 20%

3. Capacity of the organization to manage the funding and deliver the service or program

Professional skills and experience of the creative team 10%

The application contains a detailed, clear and accurate budget 10%

Funding Rates

The following rates should be used as a guide when calculating budget item expenses

- In-kind community group/individual labour - \$30 per hour
- Professional/artist labour - \$45 per hour

Funding Conditions

- All applicants must acknowledge that they have read and understood the legislative requirements for volunteer health and safety
- All applicants must submit a completed application form and the appropriate finance forms to Council before the closing date to be considered for funding
- Applicants will be advised in writing of the outcome of their application by June 30 for Round 1 applications and by November 30 for Round 2 applications
- If successful, funding will be paid directly into the bank account specified in the application
- Grant approval is subject to the applicant demonstrating that they have obtained the necessary permits or approvals required to complete the project
- All projects must be completed within 12 months of receiving funding notification unless Council gives prior written permission for an extension. Extensions may be granted up to a maximum of 6 months.
- Applicants are required to submit a final project report at the completion of the project. The will also be done through SmartyGrants
- Council will audit a minimum of 10% of projects annually and applicants must allow property access for Council Officers to conduct these audits. Applicants must also submit information regarding project expenses upon Council's request
- Council accepts no responsibility for budget over-runs
- Council accepts no responsibility for the ongoing maintenance of projects unless otherwise agreed to in writing

Assessment process

Projects will be assessed via a competitive process whereby a panel of 3 Council officers relevant to the specific stream of funding make an initial assessment against the funding criteria. Final endorsement will be given by the CEO. All applicants will be informed on the outcome of their application in writing.

Applicants may appeal decisions made in writing to the CEO as outlined in Council's Community Grants Policy.

Important: Meeting all the criteria does not guarantee that an application will be successful. Budget constraints will ultimately limit the projects that can be funded in any given financial year.

What happens after the assessment process?

Unsuccessful applicants will be advised by post or email in July 2020 for round 1 and November 2020 for round 2

Successful applicants will be contacted and required to enter into a contractual agreement with Golden Plains Shire Council in accordance with the Funding conditions.

Features of a strong funding application:

There are ways to make your funding application more competitive:

- Clearly outline what is proposed, why it is needed, how it will be achieved, who is involved and where it will take place
- Provide relevant support material – preference will be given to projects which can demonstrate clear, defined partnerships with other community organisations. Provide letters of support from partner organisations/groups.
- Provide relevant artistic support material that shows the potential of the proposed activity
- Where applicable, projects included in your town's community plan will be given higher priority within that town/district – for more information on your towns community plan contact:

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