

Guidelines

REGIONAL ARTS NETWORK INITIATIVE HUB EOI 2021-2022

OVERVIEW

Regional Arts WA believes the regional arts sector will be stronger – more connected, creative and capable – when networks are established, people know each other, and have the opportunity to work together.

Looking to change the way the regional arts sector talks to each other, Regional Arts WA is partnering with strategically aligned local organisations to grow a [Network of Hubs](#) across the state.

Their role is to increase local decision making by strengthening relationships with local governments and stakeholders, whilst seeking development opportunities for artists and arts workers within their communities.

The Hubs then connect back to share this local knowledge and experience to an emerging state-wide Regional Arts Network, assisting in building a sustainable and thriving ecosystem of connected creative regional communities which collaborate together.

Each Hub will serve a geographic region, breaking the State into manageable sites related to the area, population and local government boundaries.

Current Hubs

The following organisations are in a service agreement with Regional Arts WA to be Hubs covering the following catchment areas:

Creative Corner (South West)

- Shire of Augusta Margaret River
- City of Busselton
- Shire of Collie

Denmark Arts Council (Great Southern)

- Shire of Denmark
- City of Albany
- Shire of Plantagenet

Goolarri Media Enterprises (Kimberley)

- Shire of Broome
- Shire of Derby-West Kimberley

The Junction Co. (Pilbara):

- Town of Port Hedland
- City of Karratha
- Shire of East Pilbara

North Midlands Projects (Mid West)

- Shire of Carnamah
- Shire of Coorow
- Shire of Three Springs
- Shire of Morawa
- Shire of Mingnew
- Shire of Perenjori
- City of Greater Geraldton

Other organisations that are not in a Hub service agreement but who are members of the Regional Arts Network include:

- Artgold (Kalgoorlie)
- Rave About Arts (Ravensthorpe)

HUB EXPRESSIONS OF INTEREST

Expressions of Interest (EOI) are open to not-for-profit organisations who are interested in entering into a partnership and have the capacity to:

- Employ a local Coordinator to deliver against the [Deliverables Framework](#)
- Work closely with their local government authorities on creating and delivering community strategies
- Have existing established local networks that can be amplified and mapped
- Deliver capacity building programs to their local communities
- A willingness and drive to be an active member of the Regional Arts Network

This EOI process will identify regional organisations ready to enter into a service agreement as a Hub. These agreements provide both financial and in-kind support in return for undertaking a list of services outlined in the [Deliverables Framework](#).

Regional Arts WA is looking for organisations who see this as a short-term investment to amplify their mission and see the benefit of a long-term relationship with Regional Arts WA, local governments, and the Network. This is **not** a short- or long-term solution for an organisation only seeking operational support to continue their core activities.

To support the Hub organisations, Regional Arts WA will provide the following:

- An initial investment of \$35,000 to employ a local Coordinator for a one-year contract (or add to existing suitable employee), with possible extension. It is acknowledged and agreed that 100% of the funds will be used for the Hub Coordinator's employment (wage and on-costs) and expenses for the Coordinator to complete the duties outlined in the service agreement (e.g travel expenses). The financial commitment will be scaled back on an annual basis for the organisations to diversify their income and allow new Hubs to be supported.
- Supporting funds for professional development opportunities that assists the Hub organisation to deliver against the service agreement
- Supporting funds for Hub Coordinator participation in the [Creative Leadership Program](#) cross-regionally
- The subsidised fee to deliver the Creative Leadership Program to local communities
- 1-year paid subscription to Microsoft Teams (identified communication and resource sharing platform)
- Access and training to Network platforms such as Microsoft TEAMS and Monday.com (identified Asset Mapping and Project Management platform)
- Facilitated Network meetings based on the [Network Terms of Reference](#)

- Access to resources to assist in diversifying Hub income, including an Advocacy Plan created in collaboration with Regional Arts WA CEO

EOI Criteria

EOIs to become a Hub in the Regional Arts Network are submitted via SmartyGrants. Organisations will be assessed against the ability to deliver against the Deliverables Framework and need to:

- Have an established Strategic Plan that aligns with the Regional Arts Network initiative goals, activities and deliverables
- Have the capacity to employ and support a local Coordinator
- Have existing strong local networks and established relationships within their community and have the capacity to broaden the identified community (e.g location, diversity of networks etc)
- Have existing relationships and partnerships with Local Government Authorities, and work with a minimum of two LGAs on strategic planning processes
- Evidence of long-term operational sustainability
- A willingness and drive to collaborate with a state-wide Network

Key Dates

Stage 1: Submission

- Eligible organisations submit an EOI via SmartyGrants by 11.59pm, Thursday 20 May 2021, addressing the criteria.
- All EOIs must include the current Strategic Plan and letters of support demonstrating the organisation's established networks (ideally at least one from a local government).

Stage 2: Selection Process

- Eligible EOI's will be reviewed by a panel against the criteria, who may request additional information.
- Selected organisations may be required to be interviewed by other Hubs within the Regional Arts Network to ensure a mutual fit.

Stage 3: Contracting

- Regional Arts WA will negotiate a binding service agreement with the selected Hubs by the 30 June 2021.

Stage 4: Coordinator

- The Hub organisation, with support from Regional Arts WA, is responsible for contracting a Coordinator within three months of signing the service agreement. Acknowledging this could be an existing staff member or via a recruitment process. It is expected that the work of the Hub Coordinator will be undertaken by an existing employee until the appointment of a suitable candidate.

Who can apply?

- Incorporated organisations, either not-for-profit or social enterprises, based in regional Western Australia are eligible to apply
- An applicant ABN must be registered to a regional Western Australian postcode (MMM2 – MMM7), as determined by the Modified Monash Model. Check how your town/district is classified : www.beta.health.gov.au
- Applicants in the Peel region that are classified as 'MMM1' are only eligible to apply if their EOI clearly demonstrates a broader impact in regional WA

Who can not apply?

- Unincorporated community groups, local government, and sole traders are not eligible
- Applicants who reside or are based in a major city or metropolitan location
- Unincorporated organisations (auspiced applications will not be accepted)
- Schools and educational institutions
- Applicants who have not acquitted overdue grants from Regional Arts WA, Community Arts Network, Department of Local Government Sports and Cultural Industries, Department for Communications and the Arts, Minderoo Foundation or The Ian Potter Foundation
- Applicants who wish to work within a local catchment currently allocated to another Hub organisation (see page 1).

Commitment

- Hub organisations must agree to the [Network Terms of Reference](#)
- Hub organisations must have full organisation support, as both Hub Executive (e.g CEO, General Manager or Board Member who manages the Hub Coordinator position) and Coordinator levels have an active involvement in the initiative
- Hub organisations must commit to supporting cross-regional travel when required (e.g annual face-to-face Network gathering 29 June 2021)
- Regional Arts WA must be involved in the recruitment process for the Hub Coordinator (including job description and selection process)
- Hub Coordinator must work a minimum of two days on the contractual deliverables. One of these days must be a Thursday to align with other Hub organisations
- Hub organisations must be willing to adapt to the Network platforms (i.e Microsoft TEAMS and Monday.com) across their organisation

Working with Children

Please ensure that if carrying out child-related work as part of the fellowship activities all artists and arts workers involved have a current Working with Children Check as required by WA laws. For more information, visit www.workingwithchildren.wa.gov.au

Working with First Nations Cultural Content and communities

Regional Arts WA requires applicants to show how they will acknowledge any [Aboriginal and Torres Strait Islander cultural knowledge and intellectual property](#).

Further details on the protocols and appropriate acknowledgements of Aboriginal and Torres Strait Islander people and their culture, are available from the Australia Council for the Arts Protocols for working with Indigenous Artists.

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Australian Government
Regional Arts Fund

