

Please read the Creative Arts Fund Guidelines before completing this form. It includes the selection criteria as well as important information about eligible and ineligible projects and applicants.

CLOSING DATE: Friday 6 December, 2019

Late or incomplete applications will not be accepted.

Applicant:			
Organisation / Auspicing Body:			
Address:			
Eligibility:	<input type="checkbox"/> An incorporated community group; <input type="checkbox"/> A not-for-profit organisation limited by guarantee;	<input type="checkbox"/> An unincorporated group auspiced by an incorporated association; <input type="checkbox"/> Professional artist with ABN	
Contact person:			
Position in Organisation:			
Phone / Mobile:			
Email:			
Project: (choose one of the following)	<input type="checkbox"/> Activating the Commerce Arcade site <input type="checkbox"/> Development of a Mount Gambier Fringe event/activity <input type="checkbox"/> A cultural event or activity within Mount Gambier		
Project name:			
Amount requested (max \$25,000):			
Have you received a grant from Council before?	YES	NO	Would you accept partial funding? YES NO

PROJECT SUMMARY – 60 words or less

This will be used in Council communication regarding the Creative Arts Fund

YOUR PROJECT

1. Please describe your project in more detail. Include the following as relevant: planning and execution, timelines, target audiences, promotion, venues, expected attendance, intended outcomes.

2. How does your project demonstrate one or more of the following priority strategies?

- ☐ City streets and open spaces alive with arts and culture
- ☐ a stimulating place that inspires artists
- ☐ greater appreciation of Boandik art, culture and heritage
- ☐ cultural events and festivals make the City an attractive destination

3. Where will the project take place? _____

YOUR PROJECT BUDGET (GST INCLUSIVE)

PROJECT INCOME	AMOUNT \$	CASH \$	IN KIND \$
Support income – list the name of any organisation contributing toward the project.			
Earned income – if applicable, list source, e.g. cost to participants.			
Amount requested from the City of Mount Gambier			
TOTAL INCOME	\$		

PROJECT COSTS Please provide a breakdown of expenses under each category.	TOTAL COSTS \$	AMOUNT FROM COUNCIL \$
Artist Fees – fee for artist/s producing work (this includes the individual/group applying for the grant if they are the primary makers)		
Administration		
Production		
Freight		
Equipment/materials – list components.		
Marketing and promotion – list components.		
Insurance costs – check with your insurer whether your existing coverage extends to the activities of this project.		
Other – e.g. ongoing maintenance.		
TOTAL EXPENDITURE	\$	\$

Explain the importance of the items requested above for the success of your project:

YOU/YOUR ORGANISATION

1. Why do you want to you want to do this project?

2. Do you have or are you willing to get public liability insurance?

Please note, if you are unwilling to get public liability insurance you may not be eligible for funding.

YES (currently have) ☐ NO (but willing to get) ☐ NO (not willing to get) ☐

3. ABN _____

4. Are you registered for GST? YES ☐ NO ☐

If you are successful in receiving a grant and you are registered for GST the additional 10% in the cheque will need to be forwarded to the ATO.

5. If applying as an organisation, is your organisation incorporated? Please tick.

YES ☐ NO ☐

Please note the Guidelines if your group is not incorporated.

CHECKLIST – SUPPORTING DOCUMENTS

- ☐ Relevant CV's
- ☐ Visual Documentation e.g. examples of previous projects and design or mock-up of proposed work if applicable
- ☐ Relevant permissions /authorisations / development approval (you must seek approval from owner or relevant body if your project takes place on/in private or public areas,)

Organisations must also include the following:

- ☐ Proof of your organisation's legal/corporate status (e.g. certificate of incorporation)
- ☐ The most recent Annual Report (if applicable)
- ☐ Your organisation's most recent audited statement and balance sheet (a statement of income and expenditure should be provided)

I certify that, to the best of my knowledge, the statements in this application are true. I have read and I understand the City of Mount Gambier Creative Arts Fund Program Guidelines.

I acknowledge that the City of Mount Gambier cannot guarantee funding for any application.

If the grant is successful, I agree to acknowledge the contribution and support of the City of Mount Gambier in our publicity, including all media, literature and promotional activities relating to the project, as well as in speeches during the course of any event. I also agree to submit the required acquittal form, as well as two digital photographs relating to my project, that can be used by the City of Mount Gambier for promotional purposes, by the due date.

Name _____ Position (if applicable) _____

Signature _____ Date _____

The form must be signed by a person holding an Office Bearer position within your organisation.