

## ARTS GRANTS

# Supporting Local Artists Guidelines

### ONKAPARINGA GRANTS

As a part of our [Community Plan 2030](#), we are committed to a shared vision for the City of Onkaparinga. This includes supporting the many community groups, businesses and individuals who make our community a vibrant place to live, work and play. One way which we can do this is through our Grants Program.

### BEFORE YOU GET STARTED

Before applying, we strongly encourage you to discuss your proposal with the grants officer.

**Applications open all year until funds are fully expended, applications are assessed periodically throughout the year**

### GRANT WRITING WORKSHOPS

We will be holding free grant writing workshops in July/August 2023.

Bookings are essential for all workshops as places are limited.

Please visit our website for further information.

### APPLICATIONS

To be successful, applications need to meet the requirements in these guidelines.

To apply visit [www.onkaparingacity.com/grants](http://www.onkaparingacity.com/grants)

Please note we are only accepting applications via our online application system. However, should this be a barrier for your organisation please contact the grants officer for support and assistance.

### MORE INFORMATION

[www.onkaparingacity.com/grants](http://www.onkaparingacity.com/grants)

#### Grants program officer

Phone (08) 8301 7327

Email [anna.hughes@onkaparinga.sa.gov.au](mailto:anna.hughes@onkaparinga.sa.gov.au)

#### Frequently asked questions

Please refer to the Grants page on our website for frequently asked questions (FAQs).

#### Definitions

Please refer to the [Grants Policy](#) on our website for up to date definitions.

Onkaparinga Grants **BRING YOUR IDEAS TO LIFE.**



APPLY NOW

## FUNDING INFORMATION

**Grants of up to \$3000 are available per application.**

### **Purpose**

Our Arts Grants – Supporting Local Artists aligns with the Community Plan 2030 themes of 'People' and 'Prosperity', and strategic plans including (but not limited to) the Arts and Culture Development Action Plan 2021–25. The grants also aim to support local job growth, investment and industry development.

To achieve this purpose this grant provides funding to support our local artists/creatives to further develop skills and capacity to exhibit, perform, present and/or sell their work.

### **Examples of eligible activities include (but are not limited to)**

- working with an artist mentor to develop arts project outcomes
- working with industry professionals to develop a broader understanding of the arts industry to develop your arts business to become sustainable
- support to develop your arts practice, and present and market your work professionally.

### **Objectives**

The objectives of the Arts Grants – Supporting Local Artists are to increase:

- skills and capacity of our creatives to produce and present their work
- the number of our local creatives becoming sustainable
- the number of our creatives actively participating in our local economy
- skills, knowledge and leadership capability within the arts and cultural development sector
- opportunities for community members to access and participate in activities that celebrate the arts and cultural diversity.

### **Funding conditions**

- Applicants must be residents of the City of Onkaparinga.
- All quotes and budgets must include the full cost including GST and be uploaded with application.
- GST does not apply to grant payments, regardless of whether or not an organisation is registered for GST.
- The project must be completed and funds acquitted by 30 June 2024 in accordance with agreed terms and conditions.
- Applicants who have submitted multiple applications across different grants must rank their applications in order of preference (i.e. if not all applications are able to be funded, please let us know which is the most important to you).
- Applicants should be aware of their responsibilities to comply with federal government taxation requirements. For information or advice on whether you should be registered for GST or need an Australian Business Number contact the Australian Taxation Office info line on 132 866 or visit their website at [www.ato.gov.au](http://www.ato.gov.au)

### Who can apply

- local artists/creatives
- individuals (sole traders)
- collaborations/creative teams.

Local Aboriginal and Torres Strait Islander (ATSI) artists are encouraged to apply.

Please refer to our [Grants Policy](#) for definitions of organisation types.

### To be eligible for funding, an applicant:

- must be a local artist/creative with aspirations to becoming a professional creative business and or practitioner
- must reside in the City of Onkaparinga
- must not have an overdue grant acquittal with City of Onkaparinga. You will need to satisfactorily acquit previously awarded grants before being eligible to apply for this grant. Organisations that have had unsatisfactory dealings with council may be also be precluded from receiving funding. Please refer to our Grants Policy for further information.

Applicants may seek funding for activities that indicate they may return a profit, however during the assessment process consideration will be given to whether council funding is required in order for the activity to go ahead, and also how the profits are likely to be used.

### Who is not eligible

- Elected members and employees of the City of Onkaparinga must not be involved in the development of a grant application and are not eligible to sign or be listed on any grant application. Refer to the [Grants Policy](#) for more information.
- Any applicant that has an unresolved matter with Council for example (but not limited to):
  - failed to comply with all applicable statutory requirements including but not limited to, all acts and activities that constitute development pursuant to the *Planning, Development and Infrastructure Act 2016*
  - are in litigation with council
  - have outstanding debts with council

### What we can fund

- projects/activities located in the City of Onkaparinga
- projects/activities that can demonstrate alignment with our Community Plan 2030 and Arts and Cultural Development Action Plan 2021–25, and other strategic plans
- direct project costs (e.g. engineering reports, installation materials, child safe assessments)
- arts materials and equipment
- mentorships
- professional development
- projects/activities with an arts outcome that provide benefits to the wider community by encouraging opportunities for community participation and development
- activities that target marginalised groups within our communities are encouraged
- once-off facilitator/trainer fees or initial insurance for the program/activity.

## What we won't fund

- individual applicants who are not residents of the City of Onkaparinga
- artists/creative teams that do not include at least one City of Onkaparinga resident
- projects/activities which are not located in the City of Onkaparinga
- payment of ongoing salaries
- recurrent operational costs (e.g. telephone, electricity, cleaning/maintenance, ongoing Public Liability Insurance, subscriptions)
- purchases made or money already spent prior to funding being issued. Retrospective funding will not be considered (including contractual payment plans that have already commenced)
- artwork that may be deemed offensive or may bring the council into disrepute. In line with our [Grants Policy](#) the assessment of all funding applications will take into consideration the potential impact and risk – both positive and negative – on council's brand and reputation. We reserve the right not to fund any application or organisation that could possibly damage council's brand or reputation.

## Additional requirements/information

- A one-page CV per artist/creative identifying the applicant/s as a local City of Onkaparinga artist.
- Provide up to four high quality images/examples of previous or relevant work.
- You can only submit one application for this grant. However, applicants are able to submit applications to separate grant programs within the same financial year (one application per program) for different activities, however to ensure equity and fair access to our funding, applicants are asked to rank their applications in order of preference, and this will be considered in the assessment process for each grant.

## APPLICATION AND ASSESSMENT

### Assessment process

- receipt of application will be acknowledged via email
- applications will be checked for eligibility
- assessment of submitted applications will be undertaken by the Supporting Local Artists assessment panel periodically (unless funds are expended)

Further information or clarification on the application will be sought if required.

Where applications have equal merit, a lower priority will be assigned to:

- applicants who received a supporting local artist grant in the previous round/year

Grant assessment panels will consider many factors, including an application's risks and opportunities, and previous dealings with council. The panel can recommend funding allocations that may not align with the scoring process, however whether an applicant is funded is always at council's discretion.

### Assessment criteria

All applications will be assessed on their merit using the criteria outlined below

Criteria	% weighting
Addresses, demonstrates and clearly articulates the objectives outlined in Section 2 of the Grant Guidelines in their application and specifically how the funding will achieve the applicant's objective(s) and demonstrates a good return on council's investment. The outcome(s) from the grant are likely to leave a lasting legacy (e.g. increased skills/capacity for local artist/s/creatives, connecting local artists with mentors etc.) Provides funding opportunities for local artists (especially First Nations/ATSI local artists) living within our city.	50%
Fully detailed, costed and balanced budget, with quotes and realistic pricing	20%
Demonstrated capacity to achieve the objectives using the grant	15%
Grant objectives are feasible and are ready to begin quickly	15%

## CONDITIONS OF FUNDING

The following conditions of funding apply:

- The funding provided must be used as per the grant application, and as per the signed funding conditions from council. Any changes to the funded activities detailed in the application may not be undertaken without prior written approval from council.
- obtain any necessary approvals before applying for the grant and meet any costs associated with those approvals, including where applicable:
  - any required wastewater works [approvals](#) or food business/event [notification](#) (please contact our Community Health team)
  - any required development approval (planning and building consents - please contact our Development Services team via 8384 0666)
  - any required permits to trade/operate from a council-controlled area. Please contact our Property Transactions team [mail@onkaparinga.sa.gov.au](mailto:mail@onkaparinga.sa.gov.au) prior to commencing the project.
- Where required, the applicant will ensure that the project complies with all the relevant acts, codes, standards and applicable legislation, including, but not limited to, the Child Safety (Prohibited Persons) Act 2016, Disability Discrimination Act and Work Health and Safety Act 2012.
- At the completion of the activity/initiative an on-line acquittal report including an expenditure statement must be provided in line with the agreed funding conditions. Failure to do so may jeopardise future funding applications.
- Our City of Onkaparinga logo shall be used on all material relating to the funded activities and an appropriate acknowledgement of our funding must be given by the recipient in all promotional material, announcements and reports of the activities to the public.