



ArtStart 2009 Youth Arts and Skills Northern Rivers Small Grants Round GUIDELINES AND APPLICATION FORM

GUIDELINES

SUMMARY INFORMATION

ArtStart NSW

ArtStart is a NSW Government initiative for young people in NSW aged 12 to 24. The program builds skills and community networks through creative projects and events, celebrated at a local level and online.

ArtStart 2009 Northern Rivers

At a local level, ArtStart aims to provide young people across the Northern Rivers region with an opportunity to gain skills through small arts related projects. Access to funds will be via a small grants application process, with a maximum grant of \$3,000 available per application.

Apply now!

Applications are now invited from young people, professional artists and/or youth and community organisations in the local government areas of Ballina, Byron Bay, Clarence Valley, Kyogle, Lismore, Richmond Valley and Tweed, who wish to coordinate a local ArtStart 2009 project, which addresses the theme of 'Unique & Invited' or 'U & I'.

Deadlines

Applications for ArtStart 2009 will close at 5pm on Friday June 19, 2009. Applications postmarked on this date will be accepted.

Successful applicants will be notified mid July, following the selection process.

How to apply:

Complete the ArtStart application form and return it to Arts Northern Rivers no later than 5pm on Friday June 19, 2009 – see deadlines above.

Applications will be accepted by post or email:

By post: ArtStart 2009, Arts Northern Rivers, Unit 1/5 Bruxner Highway Alstonville NSW 2478

Email: info@artsnorthernrivers.com.au with the words 'ArtStart 2009 small grants application' in the header

We recommend that you talk to us prior to filling out the applications. Contact Julie Clark or Melitta Firth, (02) 6628 8120, email julie@artsnorthernrivers.com.au or melitta@artsnorthernrivers.com.au.



GUIDELINES RE THE ARTSTART 2009 SMALL GRANTS APPLICATIONS PROCESS

Who can apply?

Applications are now invited from young people, professional artists and/or youth and community organisations in the local government areas of Ballina, Byron Bay, Clarence Valley, Kyogle, Lismore, Richmond Valley and Tweed, who wish to coordinate a local ArtStart 2009 project, which addresses the theme of 'Unique & Invited' or 'U & I'.

Applicants that are not incorporate organisations must partner with an incorporated organisation, for auspicing purposes.

If you require assistance finding a local auspicing partner for your project, contact Julie or Melitta at Arts Northern Rivers on (02) 6628 8120.

How much can I apply for?

The maximum grant available is \$3,000 however applications for lesser amounts are also welcome.

How many applications can I submit?

Only one application will be considered from any one applicant.

If a project requires extra funds over and above the monies allocated then these must be obtained by the applicant body from other sources, such as sponsorship, etc.

How much is the total fund that's available?

ArtStart 2009 has a total budget of approximately \$19,000 for distribution in small grants across the Northern Rivers region.

The ArtStart Steering Committee has decided to prioritise funding a minimum of one project in each of the seven LGAs across the region.

The maximum amount that can be applied for by any one applicant is \$3,000.

Successful applications may be offered a grant less than the full amount requested in their application.

Who decides the allocation of grants funds?

Arts Northern Rivers coordinates a local ArtStart Steering Committee comprising Youth Development Officers (or their delegate) from each of the seven LGAs in the region, plus a young person from each of the seven LGAs.

The Steering Committee will consider all applications to the Northern Rivers ArtStart 2009 small grants fund and will decide on the allocation of funds.

What sort of things will the Steering Committee consider?

The Steering Committee will consider all applications, based on how well they meet the objectives of the ArtStart program.

You should clearly identify in your application, how your proposal fulfils the following objectives:

- To provide an opportunity for young people to become involved in a broad range of arts and cultural activities;
- To promote the development of skills by ensuring that young people are involved in all levels of planning, development and the presentation of ArtStart activities;
- To provide opportunities for further education and training through the skills development component of the ArtStart program;
- To highlight the creative achievements of the region's young people;
- To increase the recognition of young people's talents and skills;



- To establish structures and stimulate ongoing youth arts and cultural activities in the region by resourcing local level activities;
- To provide a conduit to the arts industry.

In 2009, the Steering Committee has also introduced a theme - Unique & Invited (U & I).

You should clearly identify in your application, how your project address this subject.

When will we hear if our application is successful?

Applications close Friday June 19, 2009.

Applicants will be advised of the outcome, in writing, by mid July.

What are our responsibilities if we're successful?

Successful applicants must:

- Deliver the ArtStart project described in their application, within the timeframe identified;
- Recognise ArtStart and Arts Northern Rivers in all project publicity;
- Document the project with publicity records, photographs and other evidence and provide copies of these documents with their acquittal;
- Provide access for Arts Northern Rivers to visit the project and document their visit;
- Take part in the ArtStart 2009 Regional Showcase event, to be held in December 2009, date, time and venue to be discussed;
- Keep accurate financial records and complete their acquittal within the agreed deadline, see below

What is the acquittals process?

Acquittal Reports will be due two weeks after the end date of your project.

If financial reports cannot be completed in this time, an extension may be agreed in consultation with Julie Clark at Arts Northern Rivers. However, extensions are not possible beyond December 14, 2009.

For projects funded to take place in December 2009 and January 2010, your acquittal is due two weeks after the end date of your project.

What is the ArtStart 2009 Regional Showcase?

The ArtStart 2009 Regional Showcase is a new local event, proposed by Arts Northern Rivers and the ArtStart 2009 Steering Committee, to bring all participants in the ArtStart 2009 program together for a showcase of their projects and skills development.

The event will take place during the first two weeks of December, at a date, time and venue to be agreed.

Parents and friends will be invited to attend.

Some funding has been allocated to assist with transport to this event from remote areas.

What is the ArtStart Festival?

The ArtStart 2009 Youth Arts and Skills Festival is a statewide celebration, organised by the ArtStart NSW head office, and taking place from November 15 to 30, 2009.

Participation in the Festival is optional.

For groups whose projects take place during the ArtStart Festival period, there is an opportunity to benefit from a statewide media campaign highlighting Festival activities.



To ensure projects from geographically isolated areas are showcased during the Festival, ArtStart has also established an online Festival aimed at showcasing ArtStart activities from around NSW.



GUIDELINES RE ARTSTART 2009 PROJECTS

Who is ArtStart for?

ArtStart is a NSW Government initiative for young people in NSW aged 12 to 24. Your project should involve young people in this target age group.

What types of things can the money be spent on?

ArtStart aims to provide young people with an opportunity to gain skills through small arts related projects. Your application should be for an arts related project, which enables young people to gain new skills.

Please note, you must clearly demonstrate in your application that the majority of funds will be used to **engage professional art workers** to deliver workshops, co-ordinate projects and events.

Funds can also be used for costs directly associated with the project, for example venue hire, equipment hire, transport or consumable materials.

ArtStart funding cannot be used for the purchase of equipment or major capital costs or expenses, prizes or awards, performances that are regularly provided through other venues, general operating costs, retrospective funding.

If you require assistance finding professional arts workers for your project, contact Julie or Melitta at Arts Northern Rivers on (02) 6628 8120.

When should ArtStart 2009 projects take place?

Funded projects should take place between August 1 and November 30, 2009.

All ArtStart 2009 participants will also be invited to participate in an ArtStart 2009 Regional Showcase event, to be held in December 2009, date, time and venue to be agreed.

The ArtStart committee may also consider applications for projects to be held between December 1 2009 and January 31, 2010, however participants in these projects will unfortunately be unable to participate in the ArtStart 2009 Regional Showcase.

How can we involve young people in planning and delivering the project?

Young people should be involved in all aspects of the planning and delivery of ArtStart projects.

Wherever possible, committees of young people should be convened to undertake areas of responsibility including publicity, promotions, advertising and gathering community support.

What is the idea of the ArtStart theme?

This year, the Northern Rivers ArtStart Steering Committee have proposed that all ArtStart funded projects relate to one theme, for enhanced sharing at the Northern Rivers Regional Showcase. The theme is 'Unique & Invited', or 'U & I'.

We don't want to dictate your interpretation of the theme, but we suggest it might be useful to think how this relates to issues of culture, identity, marginalisation and inclusion for young people in your community. Additional words that came up during the Steering Committees' own discussions about the theme included 'community, embrace, friendship, participate and unite'. But the term that everyone agreed fitted most was 'Unique & Invited', because it's about 'U & I' and everyone...

We look forward reading your ideas!



**ArtStart 2009
Application for Funding
Arts Northern Rivers**

APPLICANT DETAILS

Name of applicant organisation/group

Postal address

Local Government Area

Contact person

Telephone:

Fax:

Mobile:

Email:

Is this application from:

- A young person developing a project A professional artist
 A community group or organisation Other

For incorporated organisations:

Incorporation number:

ABN:

For unincorporated applicants:

Auspic body:

Contact person:

Phone:

Fax:

Mobile:

Email:

Incorporation number:

ABN:



PROJECT DETAILS

What is the project name?

Please provide a brief description of the project, including which artforms it involves (eg. film/video, performance, visual arts, writing, etc)

Please describe the aims and objectives of your project

Please provide the start and end dates of your project

Start:

End:

Where will your project take place?

Venue/s:



How many young people do you anticipate will be involved in the project?

Where will they come from?

Town/s: _____

What age range will the project cater for?

Youngest: _____

Oldest: _____

Do you have a particular target audience in mind? Yes/No

Who: _____

What skills do you believe young people could acquire as a result of participating in your project?

What are the other possible outcomes from this project, including any ongoing community benefits?

How do you plan to promote the project and which media do you plan to approach?

Print: _____

Radio: _____

TV: _____

Online: _____

Other: _____

Which other organisations will be included in this project?

How will you document your activities? eg. Photographs, video, news clippings, etc.

How does your project address the theme of Unique & Invited (U & I)?



BUDGET DETAILS

In what way will the funding sought in this application be used for your project? (eg. To employ an artist, production costs, venue hire, etc?)

What other financial assistance do you have for this project?

Please describe other assistance or in-kind support from your own organisation and others involved in the project (eg. any sponsors)



PROPOSED BUDGET

INCOME

Box Office Income: \$ _____
Tuition Fees: \$ _____
Programs: \$ _____
Other Sales: \$ _____
Other Sales: \$ _____
Donations/F/raising: \$ _____
Sponsorship: \$ _____
Other Grants: \$ _____

Please specify other grant sources:

EXPENDITURE

Salaries & Fees (Artists): \$ _____
Salaries & Fees (other): \$ _____
Workers Compensation: \$ _____
Travel & Accommodation: \$ _____
Venue Hire: \$ _____
Electricity, gas, lighting: \$ _____
Equipment Hire: \$ _____
Insurance: \$ _____
Materials: \$ _____
Paid Advertising: \$ _____
Promotion
(posters, handbills etc.): \$ _____
Programs/Publications: \$ _____
Postage
Stationery
Etc.: \$ _____
Documentation: \$ _____
Royalties: \$ _____
Other: \$ _____
please specify:

Total Income \$ _____

Total Expenditure \$ _____

ArtStart request

\$ _____
(expenditure minus income)



PRIMARY CONTACT DETAILS

Name: _____

Organisation: _____

Postal address: _____

Phone: _____ Fax: _____

Mobile: _____ Email: _____

Signed: _____

Position: _____

Date: _____

SUPPORT MATERIAL

Support material related to the application is welcomed, however, applicants are asked to keep this to a maximum of four pages.

SUBMITTING YOUR APPLICATION

Applications for ArtStart 2009 will close at 5pm on Friday June 19, 2009. Applications postmarked on this date will be accepted.

Applications will be accepted by post or email:

By post: ArtStart 2009, Arts Northern Rivers, Unit 1/5 Bruxner Highway Alstonville NSW 2478

Email: info@artsnorthernrivers.com.au with the words 'ArtStart 2009 small grants application' in the header

We recommend that you talk to us prior to filling out the applications.

Contact Julie Clark or Melitta Firth, (02) 6628 8120, email julie@artsnorthernrivers.com.au or melitta@artsnorthernrivers.com.au.