

ACT Government

# Funding for Arts Activities

Grant funding information session  
Hosted by artsACT





Artist, Fiona Little. Too Cold in Berlin III, 2017.  
Photography by Paul Hay.

# Overview

- ▶ artsACT Arts Activities grants
- ▶ Tips for writing a competitive application
- ▶ Feedback from Assessors
- ▶ Grant application examples

Followed by general questions  
and next steps

# Arts Activities Funding

Two main categories:

- ▶ Up to \$5,000
- ▶ \$5,000-\$50,000

Apply online via the SmartyGrants portal



# Online application form



artsACT

Not logged in. [Log in](#)

[Current Rounds](#)

## 2022-23 Arts Activities \$5-\$50k



Start a submission



Preview the form



Download preview form

Submissions are now being accepted. Submissions close at 5:00PM 28 February 2023 (AEDT).

**IMPORTANT: Please read information below to assist you in completing your application online.**

### BEFORE YOU BEGIN

Welcome to the **artsACT** online grant application service, powered by [SmartyGrants](#).

You may begin anywhere in this application form. Please ensure you save as you go.

For queries about the guidelines, deadlines, or questions in the form, please contact us on **02 6307 2384** during business hours or email [artsACT@act.gov.au](mailto:artsACT@act.gov.au) and quote your submission number.

Click here [Arts Activities funding - artsACT](#) to view the Arts Activities Guidelines. **Note the guidelines have changed.** We strongly recommend that you **read the new guidelines before completing your application.**

### NAVIGATING (MOVING THROUGH) THE APPLICATION FORM

On every screen (page of the form) you will find a Form Navigation contents box, this links directly to every page of the application. Click the link to jump directly to the page you want. You can also click 'next page' or 'previous page' on the top or bottom of each page to move forward or backward through the application.

### SAVING YOUR DRAFT APPLICATION

If you wish to leave a partially completed application, press 'save and close' and log out. When you log back in and click on the **'My Submissions'** link at the top of the screen, you will find a list of any applications you have started or submitted. You can reopen your draft application and start where you left off.

You can also download any application, whether draft or completed, as a PDF. Click on the 'Download PDF' button located at the bottom of the last page of the application form.

### SUBMITTING YOUR APPLICATION

You will find a **Review and Submit** button at the bottom of the Navigation Panel. You need to review your application before you can submit it.

# Assessment Process and criteria

1. Eligibility check
2. Peer assessment
3. Ranking
4. Funding recommendation
5. Notification
6. Feedback

**Quality:** Assess the quality of the activity and how it progresses the artform and/or benefits the applicant's career.

**Planning:** Assess if the activity can be successfully completed within an appropriate timeline; is the budget reasonable and substantiated; and does the applicant and key personnel have the necessary skills and experience to deliver the outcomes.

**Funding Strategies:** Assess how strongly the activity meets one of the three Funding Strategies - Create, Develop or Promote.

# Arts Activities Data



Arts Activity applications have a success rate of **15-20%**

**16** applicants out of **69** were funded in the last \$5,000-\$50,000 round

Supplied by Elizabeth Cameron Dalman 2018

# How will you stand out from the pack?



Nick Delatovic and Daniel Mudie Cunningham. Photo by Craig Bender

# Grant applications are like a three-legged stool

- ▶ Written responses
- ▶ Budgets
- ▶ Support materials



# Budget Literacy 101



Begin with the end in mind:

- ▶ What expenses do you actually **NEED** to cover with a grant?

# Arts Activity Budget

## Keep it clear, balanced, realistic and justified

### Expenses

Show all the costs associated with your activity.

Identify the items that will be paid for (in full or part) with your Arts Activities funding request. Attach a supplier's quote for each major expenditure item.

Expenditure items to consider include:

- administration costs of managing the activity
- marketing, promotion and distribution costs
- creation, development, production and delivery costs
- salaries, fees and living allowance costs
- travel and freight costs

Maximise

Expenditure Description	Grant expenditure	Expenditure Amount (\$)
	to be paid from Arts Activities grant	Whole dollar amount (no cents)
<input type="text"/> *	<input type="text"/> ▼ *	<input type="text"/> *

## Income

Show all expected income, including your Arts Activities funding request.

Your expected income can include ticket sales, product sales, performance fees, artwork sales, merchandise sales, other grants, crowd-funding, sponsorship, in-kind support or your own contribution. Only include the income you will receive during the funding period. You should justify any income sources with evidence and/or explain how you calculated the estimate.

Maximise

Income description	Income Amount (\$)
	Whole dollar amount (no cents)
<input type="text"/> *	<input type="text"/> *
<input type="text"/>	<input type="text"/>

## Budget totals

The income and expenditure totals must be the same.

**Income total:**

This number/amount is calculated.

**Expenditure total:**

This number/amount is calculated.

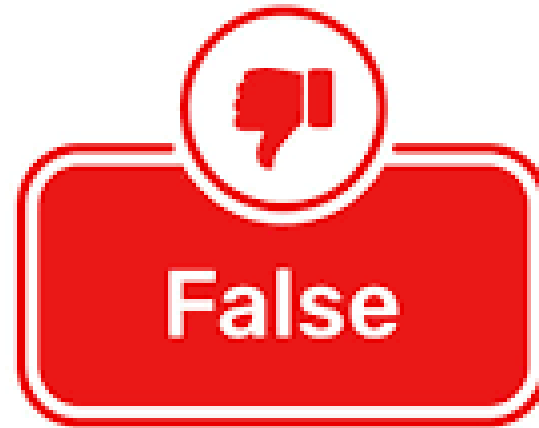
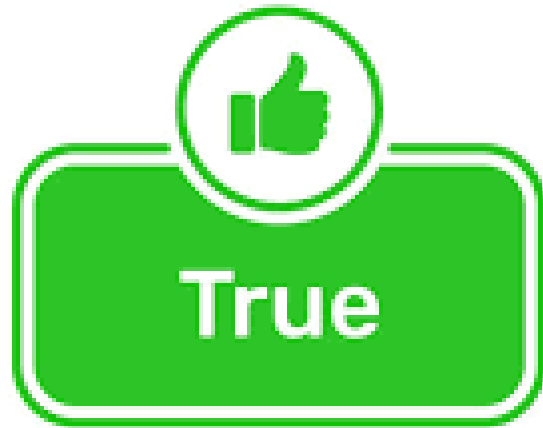
# What is Support Material?

- ▶ Quotes for major expenditure items
- ▶ Current CVs for key creatives
- ▶ High quality artform samples
- ▶ Confirmation Letters
- ▶ Letters of Support
- ▶ Marketing plan
- ▶ Detailed timeline



Image provided by Canberra Spinners and Weavers, artist Monique Van Nieuwland detail of Henrietta's Cupboard 1905

# Writing a grant application is like writing a job application



# Tips for your written responses:

- ▶ Use plain language
- ▶ Respond to the questions directly
- ▶ Share the importance of the activity
- ▶ Ask someone to read your draft application for sense



National Capital Orchestra 2017  
Photo by Peter Hislop

# Application questions



Cathy Franzi 2017 Photograph supplied by the artist.

1. What is the activity?
2. How will the activity be delivered?
3. How does your activity meet one or more of the Funding Strategies, **Create, Develop and/or Promote?**

# Have I given the assessors every opportunity to say YES to me?

Or do you:

- ▶ Apply without reading the Guidelines?
- ▶ Apply for ineligible activities?
- ▶ Apply after the deadline?
- ▶ Apply without checking you've uploaded and titled everything correctly?
- ▶ Assume assessors know who you are?
- ▶ Assume assessors will overlook any errors?

# Grant application examples

Putting our  
knowledge to the test



Harriet Schwarzrock, photo by Hilary Wardaugh 2023

# Grant applications are an open book test

- ▶ Check the Arts Activities Guidelines
- ▶ Read through your art form sections
- ▶ And then study and apply Appendix 2



# Helpful Reminders

- ▶ Read the FAQs on our website
- ▶ Have a clear plan on what you want to achieve and how
- ▶ Allow plenty of time to prepare your application
- ▶ Seek feedback
- ▶ If you have questions - contact artsACT.

## Talk with artsACT

Individual 15 minute consultation sessions with artsACT are available on request

Please book with artsACT

02 6207 2384

[artsACT@act.gov.au](mailto:artsACT@act.gov.au)

# Other ways to stay engaged with artsACT

## Peer Register

artsACT is seeking people to be appointed to assessment panels. Open continuously.

## artsACT E-news

a fortnightly bulletin of arts opportunities and activities.

## Socials

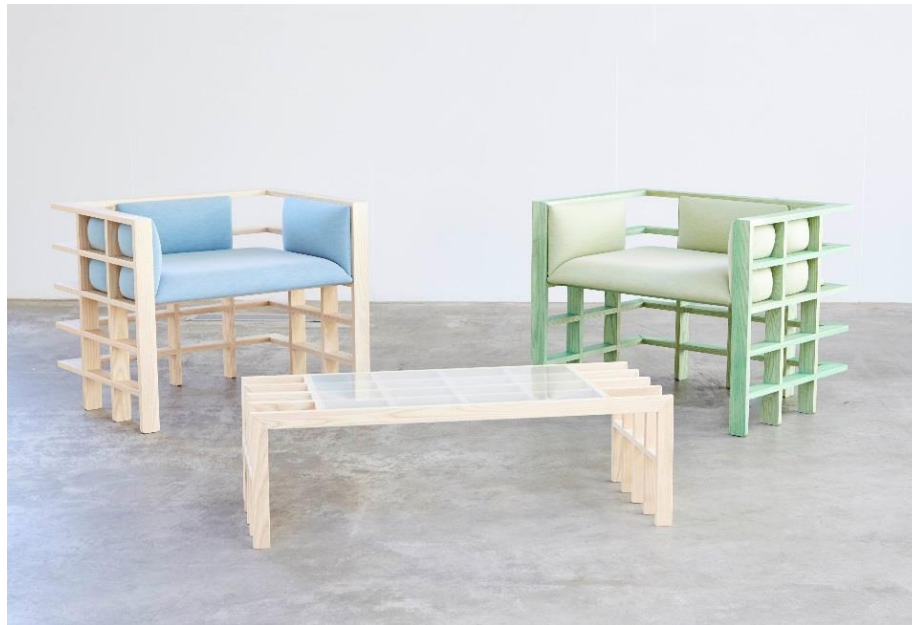
Follow us on X @artsACT  
or Instagram @artsACT\_



Benjamin Harb 2018 installation view provided by the artist

# Any questions?

Or, best take-away message for today?



Elliot Bastianon 2017