### CLOSING DATES

#### PROGRAM FUNDING

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<tr>
<td>Multiyear</td>
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<tr>
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<tr>
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#### PROFESSIONAL DEVELOPMENT

| Fellowship (various)              | See [www.arts.nsw.gov.au](http://www.arts.nsw.gov.au) |
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INTRODUCTION

These Guidelines contain information about funding offered by Arts NSW through the Arts & Cultural Development Program (ACDP).

The ACDP provides a range of funding opportunities for NSW arts and cultural organisations and NSW based professional artists and arts/cultural workers across artforms and disciplines. Whether you are a first-time applicant or have previous experience applying for funding with Arts NSW, you will find important information to assist you with your application within these pages.

The ACDP supports a resilient and vibrant NSW arts and cultural sector so that everyone enjoys the benefit and experience of participating in arts and culture.
POLICY DIRECTIONS

NSW 2021

NSW 2021: A Plan to Make NSW Number One outlines the NSW Government’s agenda and guides the Government’s decision making.

NSW 2021 recognises that arts and culture play an invaluable role in strengthening communities, particularly in regional areas, through engaging and connecting people, and by facilitating interaction and collaboration that allow arts and creative businesses to develop.

NSW ARTS AND CULTURAL POLICY FRAMEWORK

The recently announced NSW Arts and Cultural Policy Framework: Create in NSW is a ten year framework for the arts, cultural and screen sectors. It will guide future investment, arts funding and the development of strategic initiatives to achieve the Government’s vision for the arts.

Further information on Create in NSW is available on the Arts NSW website - www.arts.nsw.gov.au

ACDP OBJECTIVES

The ACDP is guided by three major objectives:

A creative and vibrant NSW arts and cultural sector renowned for excellence and innovation (Quality)

We address the notion of quality within our arts and cultural sector through a focus on creativity, vibrancy, excellence and innovation in our decision making across all artforms and cultural collections.

By seeking out and supporting these qualities we will foster an ambitious, contemporary and progressive sector that is inspired locally, but has national and international appeal.

State-wide engagement with diverse audiences and communities (Reach)

We want everyone in NSW enjoying the benefits that come from experiencing and participating in arts and culture.

The ACDP aims to make projects and programs accessible, with particular focus on the ACDP priorities.

A resilient NSW arts and cultural sector (Health)

We want to continue to build on the expertise and creativity active in our arts and cultural organisations. So we will be working to increase their resilience through the exploration of new working methods and new income streams. Building resilience will ensure continuity, and through that continuity we can be sure of maintaining the high quality of NSW arts experiences and cultural activities.

ACDP PRIORITIES

Growing the quality and number of activities in Priority Areas is a key objective of the ACDP. Programs and projects that support high quality activity, engagement and participation with the following priorities are of particular importance:

- people living and/or working in regional NSW
- people living and/or working in Western Sydney
- Aboriginal people (see the Aboriginal Arts and Cultural Strategy)
- people from culturally and linguistically diverse (CaLD) backgrounds
- young people
- people with disability.
BEFORE YOU START

Putting together a strong application takes time and energy. Before you begin your application read through these Guidelines to check:

• the most suitable category to apply to
• eligibility requirements for your chosen category
• application closing dates
• assessment criteria
• support material requirements.

Need advice? Arts NSW staff are available to provide advice on interpreting these Guidelines and on the types of activities that are relevant to each funding category. You can contact us between 9am and 5pm (Monday to Friday). See Part Five for staff contact details.

There is also a Frequently Asked Questions page on the Arts NSW website which is updated regularly.

Right: Gondwana Choirs, Jandamarra: Sing for the Country, courtesy of Sydney Symphony Orchestra, 2014. Photo: Jane Dempster
Program funding is available to NSW based organisations towards the costs of delivering arts and cultural programs on an annual or multiyear basis.

There are three Program funding categories:

• **Annual**
• **Multiyear**
  - Category A (3 years)
  - Category B (3 years)
• **Service Organisations** (1 to 3 years)

Program funding is also available by invitation on a negotiated basis to:

• State Significant Organisations
• Key Festivals
• NSW Regional Arts Boards

Arts NSW also supports 11 **Major Performing Arts** companies in partnership with the Australian Government through the **National Framework for Governments’ Support of the Major Performing Arts Sector**, and several NSW-based visual arts organisations through the **Visual Arts and Craft Strategy** in partnership with the Australian Government.

Program funding supports the operations and programs of arts and cultural organisations that deliver quality arts and cultural outcomes.
ANNUAL PROGRAM

Annual Program funding contributes to the costs of delivering an annual program of arts and cultural activities. An annual program consists of multiple arts and cultural activities delivered throughout the calendar year. Funding can contribute to any aspect of the program.

Objectives

- Sustainable arts and cultural organisations and infrastructure
- Improved arts and cultural quality, innovation, excellence and development across NSW
- Employment and development of NSW professional artists and arts/cultural workers
- Increased access by and engagement with diverse artists and audiences
- Best practice governance and financial management

Who can apply?

Organisations that:

- received 2015 Annual Program funding from Arts NSW and have a minimum annual income of $50,000* OR
- have a history of at least 3 Arts NSW grants in 3 of the last 5 years (at the time of application) and a minimum annual income of $50,000.*

Local government authorities may submit one application for each eligible business unit. Income requirements are based on the annual income of each separate business unit.

Organisations must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

Closing date

Monday, 1 June 2015

Funding range

Minimum: $10,000; Maximum: $150,000

Term

1 January to 31 December 2016

Special Eligibility

Organisations applying for Program funding must make a Priority Contribution to be eligible for funding, by delivering activities which engage with a minimum of one ACDP priority:

- people living and/or working in regional NSW
- people living and/or working in Western Sydney
- Aboriginal people (see the Aboriginal Arts and Cultural Strategy)
- people from culturally and linguistically diverse (CaLD) backgrounds
- young people
- people with disability.

The level of activity engaged in must be commensurate with the organisation’s scale and capacity.

Annual Program funding is not available to:

- organisations currently in receipt of Arts NSW Multiyear Program Funding, (including Major Performing Arts companies, Key Festivals, State Significant Organisations, Regional Arts Boards and Visual Arts and Craft Strategy organisations) with the exception of local government authorities with multiple business units
- for-profit organisations
- tertiary educational institutions.

Assessment

Applications will be assessed by a peer panel against the General Assessment Criteria:

- Artistic and Cultural Merit (Quality)
- Engagement and Participation (Reach)
- Viability (Health)
- Budget (Health)

* Including Arts NSW funding
As part of the application organisations will be required to provide details of **Key Performance Indicators** against the following outcome areas:

- Artistic and Cultural Merit
- Engagement and Participation
- Governance and Financial

See Part Three for further information on assessment criteria and the assessment process.

**Complete and submit the Annual Program Application Form available through the Apply Now page of the Arts NSW website.**

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**MULTIYEAR PROGRAM**

Multiyear Program funding supports arts and cultural organisations that are central to the cultural life of NSW. Funding contributes towards the costs of delivering an annual program of arts and cultural activities over multiple years. Applications in 2015 cover the three year funding period 2016 – 2018.

There are two Multiyear Program funding categories: Category A and Category B.

Eligible organisations may submit one application to either Category A or Category B.

**Objectives**

- **Vibrant and sustainable arts and cultural organisations that are leaders or emerging leaders in arts and cultural development in NSW**
- **Artistic and/or cultural innovation, excellence and development activity across NSW**
- **Long term access by and engagement with diverse artists and audiences, including in priority areas**
- **Employment and development of NSW professional artists and arts/cultural workers**
- **Best practice governance and financial management**

**CATEGORY A**

Category A Multiyear Program funding is available to organisations that are leaders or emerging leaders in arts and cultural production and development in NSW.

**Who can apply?**

Organisations that:

- are receiving 2015 Multiyear Program funding from Arts NSW, **OR** have previously been advised by Arts NSW that they can apply following the Expression of Interest process conducted in 2014, **AND**
- have an annual income of $100,000 to $1,000,000.*

Local government authorities may submit one application for each eligible business unit. Income requirements are based on the annual income of each separate business unit.

* Including Arts NSW funding
Organisations must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

**Closing date**
Monday, 1 June 2015

**Funding range**
Minimum: $50,000; Maximum: $350,000

**Term**
3 years

**CATEGORY B**
Category B Multiyear Program funding is available to organisations that are leaders in arts and cultural production and development in NSW.

**Who can apply?**
Organisations that:
- are receiving 2015 Multiyear Program funding from Arts NSW, OR have previously been advised by Arts NSW that they can apply following the Expression of Interest process conducted in 2014, AND
- have a minimum annual income of $1,000,000.*

Local government authorities may submit one application for each eligible business unit. Income requirements are based on the annual income of each separate business unit. Organisations must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

**Closing date**
Monday, 1 June 2015

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**Funding range**
No limit

**Term**
3 years

**Application process (Category A & B)**
Organisations are required to provide the following information as part of the application:
- a three year Strategic Plan (2016 – 2018)
- a summary of key achievements over the past three years
- a list of key artistic and management staff, and board members
- a detailed program of activities for 2016 and program outlines for 2017 and 2018
- a detailed budget for 2016, and higher level financial forecasts for 2017 and 2018
- a current balance sheet
- up to four letters of endorsement from key strategic partners.

As part of the application, organisations are also required to provide details of **Key Performance Indicators** against the following outcome areas for the period 2016 – 2018:
- Artistic and Cultural Merit
- Engagement and Participation (including number of activities and attendances in NSW and across all programs, number of NSW based artists engaged, total activities in priority areas)
- Governance and Financial (including percentage of non-Arts NSW income, reserves ratio)

**Special Eligibility (Category A & B)**
Organisations applying for Multiyear Program funding must make a Priority Contribution to be eligible for funding, by delivering activities which engage with a minimum of one ACDP priority:
- people living and/or working in regional NSW
- people living and/or working in Western Sydney
- Aboriginal people (see the Aboriginal Arts and Cultural Strategy)
- people from culturally and linguistically diverse (CaLD) backgrounds

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* Including Arts NSW funding
• young people
• people with disability.
The level of activity engaged in must be commensurate with the organisation’s scale and capacity.

Multiyear Program funding is not available to:
• organisations with negotiated Program funding (eg Major Performing Arts companies, Key Festivals, State Significant Organisations and Regional Arts Boards)
• organisations applying for Annual Program funding
• for-profit organisations
• tertiary educational institutions.

Assessment (Category A & B)
Multiyear Program applications will be assessed by a peer panel against the ACDP’s General Assessment Criteria:
• Artistic and Cultural Merit (Quality)
• Engagement and Participation (Reach)
• Viability (Health)
• Budget (Health)

See Part Three for further information on assessment criteria and the assessment process.

Multiyear Program funding will next be open for applications in 2017 for funding from 2019 – 2021.

Complete and submit the Multiyear Program Application Form available through the Apply Now page of the Arts NSW website.

SERVICE ORGANISATIONS
Service Organisations funding is available on an annual and multiyear basis to organisations whose primary purpose is providing services to members of the arts and cultural sector in NSW.

Organisations predominantly delivering curated arts and cultural programs should apply through the Annual or Category A or B Multiyear categories.

Applications are currently open for Service Organisations seeking Annual funding for 2016 and Multiyear funding of up to 3 years.

Objectives
• Delivery of expertise, key services and critical functions to the NSW arts and cultural sector, particularly in priority areas
• Capacity building through the delivery of relevant programs and activities to the NSW arts and cultural sector
• Stimulation of arts and cultural development across NSW, including through the delivery of small grants programs
• Provision of timely and relevant advice and information to Government and the sector
• Research, data collection and analysis of emerging trends and arts and cultural sector issues

Who can apply?
Organisations that are dedicated to providing expertise, key services and critical functions to members of the arts and cultural sector in NSW.

Organisations with:
• an annual income of under $100,000* may apply for Annual funding
• an annual income of $100,000* or more may apply for Multiyear funding (up to 3 years).

Applicants to the Service Organisations category must demonstrate a central need within the NSW arts and cultural sector for the services being provided.

* Including Arts NSW funding
Service Organisations must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

Closing date
Monday, 1 June 2015

Funding range
There are no minimum or maximum funding limits for this category, however, applicants should review the funding recipients list on the Arts NSW website for an indication of the range of funding provided to successful applicants in past rounds – see www.arts.nsw.gov.au/index.php/category/funding-and-support/funding-decisions/

Term
1 to 3 years

Application process: Annual Service Organisations
Applicants are required to submit an application online that includes a detailed program of activity and budget for 2016. As part of the application, organisations are also required to provide details of Key Performance Indicators against the following outcome areas:

- Artform/Sector Development
- Engagement and Participation
- Governance and Financial (including percentage of non-Arts NSW income, reserves ratio)

Application process: Multiyear Service Organisations
Applicants are required to submit an application online that includes:

- a three year Strategic Plan (2016 – 2018)
- a detailed program of activity for 2016 and program outlines for 2017 and 2018
- a list of key staff and board members
- a detailed budget for 2016 (higher level financial forecasts for 2017 and 2018 are also required as part of your Strategic Plan)
- a current balance sheet
- audited financial statements for 2012 – 2014 (first time applicants only)
- a copy of your Constitution or equivalent
- endorsements from members and/or key industry partners.

As part of the application, organisations are also required to provide details of Key Performance Indicators against the following outcome areas for the period 2016 – 2018:

- Artform/Sector Development
- Engagement and Participation
- Governance and Financial (including percentage of non-Arts NSW income, reserves ratio)

Assessment
Applications will be assessed by a peer panel which includes Arts NSW representatives against the following criteria:

- Artform and Sector Development (Quality)
  - delivering activities and/or services that are timely and relevant to the broader artform/discipline or cultural practice
  - a high level of significance to the arts and/or cultural sector within the local region or State
  - strong expertise and understanding of the range of issues within the organisation’s area of relevance
  - implement appropriate strategies for evaluating, measuring and refining the quality of programs

- Engagement and Participation (Reach)
  - a good understanding of the needs and expectations of the targeted NSW community and how to meet those needs through its activities
  - capacity building within the arts and/or cultural sector in NSW
  - collection of relevant data, and consultation with targeted communities
  - services to the arts and/or cultural sector at appropriate rates (where relevant)
  - a strong track record in working with ACDP priority communities
• Viability (Health)
  - see General Assessment Criteria
• Budget (Health)
  - see General Assessment Criteria

See Part Three for further information on assessment criteria and the assessment process.

**Special Eligibility (Annual & Multiyear)**
Organisations applying for Program funding must make a Priority Contribution to be eligible for funding, by delivering activities which engage with a minimum of one ACDP priority:
• people living and/or working in regional NSW
• people living and/or working in Western Sydney
• Aboriginal people (see the [Aboriginal Arts and Cultural Strategy](#))
• people from culturally and linguistically diverse (CaLD) backgrounds
• young people
• people with disability.

The level of activity engaged in must be commensurate with the organisation’s scale and capacity.

Successful applicants will be required to:
• negotiate additional [Key Performance Indicators](#) with Arts NSW
• attend biannual meetings with Arts NSW to report on their progress against the agreed KPIs and outcomes.

Service Organisations funding is not available to:
• Major Performing Arts companies, Key Festivals, State Significant Organisations, Regional Arts Boards and organisations applying for Annual or Multiyear (Category A or B) Program funding
• for-profit organisations
• tertiary educational institutions.

Complete and submit the Service Organisations Application Form available through the Apply Now page of the Arts NSW website.
PROJECT FUNDING

Project funding supports innovation, vibrancy and creativity within the NSW arts and cultural sector. Funding is available for arts and cultural activities and events, and for professional development opportunities.

In addition to the General Eligibility requirements (see Part Three) some Project categories have Special Eligibility requirements. Read each Project funding category carefully before completing your application.

The ACDP Project funding categories are:

- Artist Support
- Arts & Cultural Projects
- Performing Arts Touring
- Regional Partnerships
- Regional Capital

ARTIST SUPPORT

Artist Support funding is available to professional artists and arts/cultural workers to support skills development, take up outstanding opportunities of significance to their practice, develop markets or engage with new technologies.

Activities could include:

- professional and skills development, including mentorships, residencies and secondments
- research for a creative/cultural project that develops and engages with new technologies
- an outstanding arts and cultural opportunity, including:
  - performing or presenting a work at a nationally or internationally recognised festival, industry event, curated season of works, or exhibition
  - presenting a paper or conducting a workshop at a nationally or internationally pre-eminent symposium or conference

Funding for projects that are solely focussed on the creation, development and presentation of work should be sought through the Arts & Cultural Projects or other appropriate ACDP category.

Activities commencing less than eight weeks after the category closing date are not eligible for funding (see also Restrictions on the Use of Funds in the General Eligibility section in Part Three).

Objectives

- Enable professional artists and arts/cultural workers to take up an outstanding opportunity that has significance to the development or promotion of their arts or cultural practice
- Build the capacity and skills of professional artists and arts/cultural workers, and strengthen their capacity to become arts and cultural leaders
- Develop new markets and audiences nationally and internationally
- Promote the NSW arts and cultural sector nationally and internationally

Who can apply?

- Individual artists and arts/cultural workers
- Groups
Priority will be given to applicants who have not received Artist Support or devolved funding for a similar activity in the last 12 months.

Applicants must meet the General Eligibility requirements as detailed in Part Three.

**Closing dates**
- Tuesday, 9 June 2015 (for projects commencing after 4 August 2015)
- Monday, 7 September 2015 (for projects commencing after 2 November 2015)

**Funding range**
Up to $5,000

**Assessment**
Applications will be assessed by a peer panel against the following criteria:

- **Artistic and Cultural Merit (Quality)**
  - quality of your artistic and cultural achievements, appropriate to the stage of your practice/career
  - the significance of the proposed activity to your practice or career development
  - the professional standing of others involved

- **Viability and Budget (Health)**
  - effective planning and use of resources
  - budget is realistic, accurate, and represents value for money
  - income (cash or in-kind) from sources other than Arts NSW

See Part Three for further information on the assessment process.

Complete and submit the Artist Support Application Form available through the Apply Now page of the Arts NSW website.

**ARTS & CULTURAL PROJECTS**

Arts & Cultural Projects funding supports professional arts and cultural projects at any stage of the creative process.

Projects could include, for example:

- the creative development and/or public presentation of work/s
- commissioning of professional artists (for example, a writer/composer/choreographer/visual artist) to develop a work for an event
- partnerships (including with the non-arts sector) to develop arts and culture in a specific region, priority area, artform or discipline
- community collaborations involving professional artists to develop skills, public performances, exhibitions or participatory events
- the development and presentation of a new museum display featuring items from current and/or new or borrowed collections
- activities aimed at engaging young people in arts and culture, particularly students attending geographically and/or socio-economically disadvantaged schools
- extending an artist’s or organisation’s practice, audiences and markets
- developing and deepening audience engagement with arts and culture.

**Objectives**

- Deliver a dynamic and diverse range of arts and cultural experiences to communities across NSW
- Contribute to the development of a vibrant and accessible arts and cultural sector in NSW
- Strengthen professional arts and cultural development in the small-to-medium arts and cultural sector
- Contribute to arts and cultural excellence and innovation
- Increase the accessibility of vibrant arts and culture in NSW
- Support the employment and development of professional NSW based artists and arts/cultural workers
- Deliver arts and cultural outcomes in ACDP priority areas
Who can apply?
• Individual artists and arts/cultural workers (auspiced)
• Partnerships and groups (auspiced)
• Organisations
Applicants must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

Closing dates
Monday, 29 June 2015
Monday, 26 October 2015

Funding range
Up to $60,000 for projects delivered within 12 months OR
Up to $75,000 for projects delivered over more than 12 months

Term
Projects must commence in 2016 and be completed within a 24 month timeframe

Special Eligibility
All projects must involve professional artists and arts/cultural workers based in NSW.
Organisations are not able to receive both Program funding (Annual, Multiyear, Service Organisations and negotiated) and Arts & Cultural Projects funding in the same year.
Confirmation from your presenting venue/partner or evidence of likely presenting venues/partners is required for works that include a public presentation.
Performing arts touring applications are not eligible through this category (see Performing Arts Touring), although projects can be located in multiple locations.

Assessment
Applications will be assessed by a peer panel against the General Assessment Criteria:
• Artistic and Cultural Merit (Quality)
• Engagement and Participation (Reach)
• Viability (Health)
• Budget (Health)
See Part Three for further information on assessment criteria and the assessment process.
Complete and submit the Arts & Cultural Projects Application Form available through the Apply Now page of the Arts NSW website.

9LIVES, produced through a partnership between Powerhouse Youth Theatre, Force Majeure and Team9Lives, 2014. Photo: Alex Wisser
REGIONAL PROJECTS

The following funding opportunities are available to support and further develop arts and cultural activities in regional NSW:

- Performing Arts Touring
- Regional Partnerships
- Regional Capital

For the purposes of the ACDP, regional NSW includes the Central Coast, Hunter and Illawarra and is defined as the areas or regions outside Sydney and Western Sydney. For a list of ABS regions see Part Five.

Regional applicants are encouraged to contact the Regional Arts Development Officer (RADO) in their area or Regional Arts NSW (www.regionalartsnsw.com.au) for further advice.

PERFORMING ARTS TOURING

Performing Arts Touring funding supports projects that provide access to performing arts programs for audiences living in regional NSW.

Funding supports the net costs of touring a professional production to regional NSW and the costs of delivering associated community engagement activities in regional NSW locations.

Funding is available for a tour to at least two regional NSW destinations.

Objectives

- Provide people in regional NSW with access to a diverse range of artistic and cultural experiences, no matter where they live
- Support best practice programming in regional and rural facilities
- Build audiences by encouraging and promoting regional and local support for performing arts
- Build the viability of NSW arts organisations through developing new markets and audiences for producers, creators and companies

Who can apply?

- Partnerships and groups (auspiced)
- Organisations

Applicants must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

Closing dates

Monday, 15 June 2015
Monday, 12 October 2015

Funding range

Funding is only available for:

- the net touring costs of regional NSW locations, AND
- community engagement costs at regional NSW locations.
This category does not support:
• pre-production and rehearsal costs
• in-house salaries or fees
• interstate and international touring
• touring to primary and secondary schools
• the Sydney and Western Sydney destinations within a tour.

Assessment
Performing Arts Touring applications will be assessed by a peer panel against the General Assessment Criteria:
• Artistic and Cultural Merit (Quality)
• Engagement and Participation (Reach)
• Viability (Health)
• Budget (Health)
See Part Three for further information on assessment criteria and the assessment process.

Complete and submit the Performing Arts Touring Application Form available through the Apply Now page of the Arts NSW website.

REGIONAL PARTNERSHIPS
Regional Partnerships funding supports partnerships in regional NSW which stimulate strong and diverse regional arts and cultural activity.
This funding supports strategic partnerships across and beyond the arts and cultural sectors, including with local government authorities or other public, private or community organisations.
Funding is for new projects and/or the significant development of a current project. Examples of collaborative partnerships include:
• a Sydney based theatre organisation working in partnership with a Regional Arts Board and the local community to deliver arts development and performance outcomes
• a regional museum working in partnership with volunteer museums in the surrounding regions to develop skills or a collaborative exhibition or program
• a partnership between a regional gallery and the local health service to establish and deliver a visual arts program for the benefit of patients and visitors to the hospital.

Regional Partnerships funding supports partnerships which stimulate strong and diverse regional arts and cultural activity

Objectives
• Support strategic partnerships for the delivery of high quality regional arts and cultural activity in NSW
• Build the capacity of regional organisations to deliver arts and cultural activity in regional NSW
• Achieve enhanced long-term arts and cultural outcomes for regional and remote communities, including Aboriginal communities
• Support the employment, and professional and artistic development of NSW professional artists and arts/cultural workers
• Stimulate arts and cultural development, and contribute to innovation and excellence in regional NSW
**Who can apply?**
- Regional organisations
- Regional partnerships and groups (auspiced)

Applicants must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

**Closing dates**
- Expression of Interest: Monday, 22 June 2015
- Final submission by shortlisted applicants: Monday, 2 November 2015

**Funding range**
Up to $150,000 within a two-year period

**Term**
Projects must commence after 1 March 2016 and be completed by 1 March 2018, unless otherwise negotiated with Arts NSW

**Special Eligibility**
Partnerships between regional arts organisations and Sydney-based organisations are eligible if the benefit and the funding goes directly to the region.

Project partners must:
- be actively involved in project planning and development
- play a key role in delivering the project
- make a financial contribution (cash or in-kind).

Partnerships between business units or facilities within the same local government authority are not eligible for funding.

Applicants who have received Regional Partnerships funding previously are eligible to apply for funding to support a previously funded partnership into its next phase.

Regional Partnerships funding does not support:
- the core business or program of an organisation and related administration costs
- curriculum based activities in schools
- infrastructure, capital and projects involving purchase of significant assets (see Regional Capital project category)
- the ongoing activities of collecting institutions such as acquisitions, maintenance and conservation.

**Assessment**
There is a two stage application process which comprises an Expression of Interest (EOI) and submission of a final application by shortlisted organisations.

The EOI will:
- outline the proposed project and the anticipated aims and outcomes
- identify the confirmed and/or proposed partners, including an outline of each partners’ contribution (artistic, operational and financial)
- identify the artists and key personnel involved in the project, where known
- provide an indicative timeline, including key milestones for the project
- outline the anticipated audience/participants and strategies for engagement of new audiences/participants
- include an indicative budget.

EOI’s are peer assessed and those that best meet the assessment criteria will be shortlisted. Shortlisted applicants will be invited to develop a final application for consideration for funding by a peer assessment panel.

EOI’s and final applications are assessed against the following criteria:

**Artistic & Cultural Merit (Quality)**
- the quality of the strategic partnerships and evidence of active involvement of key partners in planning and delivery
- strategies that support arts development and sustainability in areas of low arts activity
- quality of the artistic or cultural activity
- involvement of NSW regional artists and cultural workers
- capacity of the project to leave a lasting legacy within the region
• Engagement and Participation (Reach)
  - strategies for consultation with and involvement of the community in the development, planning and creative processes
  - a good understanding of the needs and expectations of the targeted community
  - potential for engagement of new audiences
  - provides opportunities for people to access arts and cultural activities as creators, participants and audiences

• Viability (Health)
  - see General Assessment Criteria

• Budget (Health)
  - see General Assessment Criteria

See Part Three for further information on assessment criteria and the assessment process.

Applicants are also encouraged to contact Arts NSW to discuss their project ideas before submitting an application.

Complete and submit the Regional Partnerships Expression of Interest form available through the Apply Now page of the Arts NSW website.

REGIONAL CAPITAL
Funds are available for capital works and the purchase of equipment used for arts and cultural purposes.

Capital works can include construction, alteration, renovation, completion or fitting out of buildings or facilities for arts and cultural use. Funding can support for example, the purchase of auditorium seating, storage units, and equipment such as theatre and exhibition lighting and sound systems, air-conditioning, stage machinery and electrical systems which improve the usability of arts and cultural facilities.

Applicants must clearly demonstrate that capital items purchased are primarily for arts and cultural purposes and/or to improve the usability of arts and cultural facilities.

Objectives
• Support innovative smaller scale capital infrastructure projects that increase and promote participation in arts and cultural activities
• Develop NSW’s regional arts and cultural facilities
• Encourage collaboration and partnerships between and across community groups, arts organisations and local government authorities to deliver efficient use of resources
• Address local needs and gaps in the network of arts and cultural facilities
• Improve the maintenance, preservation and display of collections

Who can apply?
Regional organisations
Organisations must meet the Special Eligibility requirements in this section and the General Eligibility requirements as detailed in Part Three.

Closing date
See Arts NSW website

Vic McEwan, Almost an Embrace, installation view, 2015, Wagga Wagga Art Gallery. Photo: Jacob Raupach
Funding range
Arts NSW will provide matched funding of up to $60,000.

Term
For projects and purchases commencing from January 2016.

Special Eligibility
At least 50% of the income for the project, including in-kind, must be provided from sources other than Arts NSW funding. Arts NSW will only contribute up to 50% of a project’s total cost, to a maximum of $60,000.

If your budget includes in-kind contributions, you must provide details of each in-kind contribution in your application, along with its financial value.

For activities involving the development or renovation of infrastructure, applicants must provide proof of ownership of the infrastructure, a certified costs estimate, formal confirmation of other funding contributions, and detailed plans drafted by an architect or qualified draftsman.

Regional Capital funding does not support the purchase of furniture and equipment to be used for administrative purposes (e.g. computers, printers).

Assessment
Applications will be assessed by a peer panel against the following criteria:

- **Artistic and Cultural Merit (Quality)**
  - impact of the project on arts and cultural experiences within the community
  - improves usage of arts and cultural facilities
  - improves the quality of arts and cultural outcomes
  - supports the delivery of arts and cultural activities

- **Engagement and Participation (Reach)**
  - community support and partners
  - relevance to artistic and cultural needs of the sector or community

- **Viability (Health)**
  - a well-planned project, with appropriate approvals and risk management in place
  - achievable and realistic timelines
  - future operations and maintenance considered

- **Budget (Health)**
  - detailed, comprehensive and accurate
  - value for money – realistic for scale and impact of program or project
  - appropriate use of the public funds requested
  - income (cash and in-kind) from sources other than Arts NSW
  - appropriate provision for contingencies
  - provision for insurance and other liabilities

See Part Three for further information on the assessment process.

Complete and submit the Regional Capital application form available through the Apply Now page of the Arts NSW website.
FELLOWSHIPS AND AWARDS

FELLOWSHIPS
The ACDP supports a range of Fellowships for emerging, mid-career and established professional artists and arts/cultural workers across several platforms and ACDP priority areas.

The closing dates, application requirements and value of each Fellowship vary – please check the Arts NSW website for further information as it becomes available.

Guidelines and application forms are available at least six weeks before the closing date for each Fellowship.

AWARDS
Arts NSW supports literature and history through the NSW Premier’s Literary Awards and the NSW Premier’s History Awards.

The **Premier’s Literary Awards** provide an opportunity to highlight the importance of literature and to encourage everyone to enjoy and learn from the work of our writers. These annual awards honour distinguished achievement by Australian writers, contribute to Australia’s artistic reputation, and draw international attention to some of our best writers and to the cultural environment that nurtures them.

The **Premier’s History Awards** honour distinguished achievement in history by Australian citizens and permanent residents. These annual awards assist in establishing values and standards in historical research and publication, and encourage everyone to appreciate and learn from the work of our historians.

The Awards are managed by the State Library of NSW, in association with Arts NSW.


The Right Foot, Artist Support Worker Chanel Leaudais with Right Foot participants Digby Webster and Chloe Morrison-Greet, DirtyFeet, 2013. Photo Kate Disher-Quill
STRATEGIC INITIATIVES

Strategic funding is a key mechanism for driving outcomes against planned and developing priorities, including those emerging from the Create in NSW policy framework, and to respond to new opportunities, challenges and issues.

Strategic funding is administered through a range of mechanisms, including open competitive grants, requests for proposals, non-financial support (e.g. workshops, forums, skills development), direct negotiation and through the development of new intra and inter-government partnerships.

New initiatives and other opportunities will be developed throughout the year. Information on these will be published on the Arts NSW website.

ABORIGINAL ARTS AND CULTURE

The NSW Aboriginal Arts and Cultural Strategy recognises that Aboriginal arts and cultural expression is fundamental to the social, cultural and economic well-being of Aboriginal people in NSW, and that support for arts and cultural development assists in building leadership, resilience and connectedness within NSW Aboriginal communities.

In 2015, Stage 2 of the Aboriginal Arts and Cultural Strategy will build on the achievements of the last 4 years. It will focus on Direction 4, supporting the creation of jobs in the arts and cultural sector. It will emphasise professional and market development, mentorships and secondments for NSW Aboriginal arts workers and career pathways into the arts and cultural sector for Aboriginal young people.

The Strategy also acknowledges a diversity and excellence in Aboriginal arts practice, and its right to be respected and valued as a central part of the wider arts and cultural sector in NSW.

Strategic support for Aboriginal arts and culture is provided throughout the year through invited competitive tender (requests for proposals), negotiated funding and open competitive rounds (Aboriginal Quick Response and the Aboriginal Arts Fellowship). Details of support can be found on the Arts NSW website.

Applications to the Aboriginal Regional Arts Fund (ARAF) delivered under the Strategy closed in March 2015.

Further information on future support will be released in the second half of 2015.

Further Information

Please contact Arts NSW’s Senior Aboriginal Cultural Development Officer:

Sharni Jones
Strategic Initiatives, Policy and Strategy
Email: sharni.jones@arts.nsw.gov.au
Ph: 02 9995 0667
Freecall: 1800 358 594 (within NSW)

ARTS AND DISABILITY

In 2012, Arts NSW and the Department of Family and Community Services formed the NSW Arts and Disability Partnership to assist people with disability – including artists with disability – to be more visible, valued and connected in the arts and our broader communities.

Examples of past professional arts projects in all artforms supported under the NSW Arts and Disability Partnership are showcased on the Arts NSW website. These examples demonstrate diversity and excellence in arts practice, putting people with disability at the heart of the work produced.

Programs and projects that support inclusion of people with disability in arts and culture are a priority under the ACDP. The Arts NSW web showcase is not only a record of past projects but a continuing resource for program and project ideas and future creative partners and networks.

Further Information

Please contact the Arts NSW Strategic Initiatives team:

Kim Spinks, Manager
Strategic Initiatives, Policy and Strategy
Email: kim.spinks@arts.nsw.gov.au
Ph: 02 9995 0358
Freecall: 1800 358 594 (within NSW)

Nea Cahill, Project Officer
Strategic Initiatives, Policy and Strategy
Email: nea.cahill@arts.nsw.gov.au
Ph: 02 9995 0663
Freecall: 1800 358 594 (within NSW)
This section applies to categories directly available through the Arts & Cultural Development Program only.

ELIGIBILITY

The General Eligibility requirements apply to all ACDP categories (except Devolved Funding).

Some funding categories have additional eligibility criteria which are outlined in the Special Eligibility section within each funding category.

GENERAL ELIGIBILITY REQUIREMENTS

**Individuals**

To be eligible to make an application, individuals must be:

- an Australian citizen or Australian permanent resident; and
- a NSW resident (see Part Five Glossary); and
- a professional artist or arts/cultural worker (see Part Five Glossary).

In some cases an eligible legally constituted organisation must be nominated as auspicor to take legal and financial responsibility for any funding (see Auspicing).

For further information on who may apply and whether an auspicor is required, please check funding categories or contact Arts NSW for advice.

**Organisations**

To be eligible to make an application, an organisation must be a legally constituted Australian based entity and be one of the following:

- a not-for-profit incorporated body
- a co-operative or trust
- a local government authority.

Individual business units and entities of local government authorities (such as art galleries or performing arts centres) are eligible to submit applications on their own behalf if they have their own ABN. If the business unit or entity does not have its
own ABN, the application must be submitted by the local government authority on behalf of the business unit. For-profit organisations may be eligible to apply for Project Funding, provided the activities being applied for are delivered on a not-for-profit basis. For-profit organisations who wish to apply must seek written approval from Arts NSW to do so. When seeking approval, organisations should provide information about their organisation, a brief description of the project and confirmation that the project being applied for will be administered on a not-for-profit basis. If funded, organisations may be required to provide a separate audit for the project.

Tertiary Education Institutions
Tertiary educational institutions are eligible to apply to the ACDP Project categories only. Funding is available for professional arts and cultural activities only. Core education and training activities are not eligible for funding.

Festivals
To be eligible to make an application, festivals must:
• be a small-to-medium arts and cultural festival
• involve professional NSW artists and arts/cultural workers, or arts organisations
• demonstrate community support.
Funding for festivals is to support the professional arts and cultural aspects of the festival only. Festivals are encouraged to contact Arts NSW staff to determine the eligibility of their activities.

Renewal Organisations
Funding is only available for the professional arts and cultural activities of renewal organisations. Funds are not available for activities which are predominantly aimed at the revitalisation or renewal of local, urban, business or main street precincts or town centres, or the establishment and continuation of creative industries hubs.

Partnerships, Groups and Unincorporated Entities
Unless otherwise stated, where a partnership, group or unincorporated entity may apply for Project funding, an eligible legally constituted organisation must be nominated as auspicor to take legal and financial responsibility for any funding (see Auspicing).

Major Performing Arts, Key Festivals and State Significant Organisations
These organisations are eligible to apply to the Performing Arts Touring Project category only.

Consortiums
Applications may be made by a consortium or a group of organisations working collaboratively. In this case, one eligible legally constituted organisation must be nominated as the lead organisation. If successful, the Funding Agreement will be between Arts NSW and the lead organisation.

Who is ineligible?
Applications will not be accepted from:
• libraries
• Government departments and agencies, including the State Cultural Institutions
• preschools, primary and secondary schools and regional conservatoriums
• for-profit organisations (except in the circumstances previously outlined)
• organisations that do not engage professional artists or professional arts/cultural workers as key creative personnel
• applicants who have received Arts NSW devolved funding for the same activities
• applicants who have been advised by Arts NSW that they are not eligible for further funding as a result of failing to meet contract conditions
• applicants who have not satisfactorily acquitted prior Arts NSW funding.

Please contact Arts NSW for advice if you have questions about whether you are eligible to apply.
Location of applicants/activities
Organisations based outside NSW may be eligible to apply to the ACDP, however, support for organisations based outside NSW is rare and the application must clearly demonstrate that the activity being applied for will:

• be delivered in NSW; and
• predominantly engage NSW based artists and arts/cultural workers, or deliver a significant service to NSW artists and arts/cultural workers; and
• provide significant direct benefits to NSW artists, NSW arts/cultural workers, and to NSW communities.

It is strongly recommended that applicants based outside NSW discuss their application with Arts NSW staff before applying.

Funding is generally limited to supporting programs and projects delivered in NSW. In some circumstances funding may be provided for national and international activities where there is direct benefit to NSW artists and/or communities, e.g. Artist Support funding.

Ineligible applications
The following applications will not be accepted:

• applications requesting 100% funding from Arts NSW – all applications must include income from other sources (cash or in-kind)
• applications that do not involve professional artists and/or arts and cultural workers
• applications received after the closing date
• applications for activities already completed, or due to be completed before the funding period commences.

Restrictions on the use of funds
Funds are not available for:

• speakers’ fees
• accredited study, education, training or university courses
• filmmaking (see Screen NSW: www.screen.nsw.gov.au)

• the recording and production of CDs, purchase of musical instruments or equipment, or the costs of operating a radio station
• the printing or production of books, catalogues, DVDs or manuscripts, if that is the primary purpose of the funding
• publishing costs, if that is the primary purpose of the funding
• purchase of capital items, with the exception of applications to the Regional Capital category - capital items may only be funded in other categories if they are integral to that project
• the purchase of artworks, land or buildings
• the cost of plans, feasibility studies and architectural drawings
• the costs of regular maintenance and repair of existing facilities
• compliance with local government environmental or sustainability plans
• fundraising, competitions and eisteddfods
• the delivery of new devolved funding programs, unless previously authorised by Arts NSW
• awards or prize money
• assisting individuals writing and publishing books, scores, scripts or plays - except where eligible through a Fellowship category, or where the applicant has been commissioned as part of a larger creative development process in partnership with performers/creatives. In these instances, the commissioning organisation or partnership/group is required to submit the application
• repayment of loans.

Some funding categories have additional exclusions. Please check funding categories carefully before submitting your application.

APPLICATION LIMITS
Applicants may submit one application per round to each category for which they are eligible.
AUSPICING

Auspiced arrangements are where an organisation takes responsibility for managing grant funds on behalf of another. Individuals, partnerships, groups and unincorporated organisations (auspicees) seeking funding may need to identify an incorporated auspicing organisation (auspicor) to apply on their behalf. Local government authorities may auspice applications on behalf of their business units or entities.

The auspicor may agree to merely receive the grant on your behalf or it may also agree to manage other aspects of the project. If your application is required to be auspiced, the application should be made in the name of the auspicor and provide that body’s ABN and GST details.

The application must clearly identify who will be undertaking the project under the authority of the auspicor. It is recommended that a formal agreement is made between the auspicor and those undertaking the project. The auspice agreement should provide, as a minimum, detail of the services and support to be provided by the auspicor to the project.

Arts NSW’s primary relationship is with the auspicor. All correspondence, including advice on the outcome of any applications, will be provided to the auspicor. The Funding Agreement is in the name of the auspicor who is responsible for ensuring compliance with the Funding Agreement and for the satisfactory acquittal of the funding.

Auspicors must provide at least one year of audited financial statements when submitting an application. Applications from auspicors that are unable to provide sufficient financial evidence to support viability will not be accepted.

AUSPICED APPLICATION LIMITS

If you are auspicing applications on behalf of an individual or group there are no limits to the number of applications you may submit as an auspicor.

If you are a local government authority auspicing on behalf of a business unit in your organisation, the application limits apply to each business unit and not to the local government authority as a whole.

HOW TO APPLY

To apply for funding you need to complete and submit the relevant application form available through the Arts NSW website www.arts.nsw.gov.au. The online application system is a secure website and you will be required to create an account before you are able to proceed with an application for funding.

If you are unable to make your application online for access reasons, please contact Arts NSW.

For contact details see Part Five.

Please allow plenty of time to review your application before submission. Once you have submitted your application you will not be able to make changes.

Arts NSW application rounds close at midnight (AEST/AEDT) on the specified closing date.

RESOURCES AND KEY DOCUMENTS

The following information and resources are available on the Arts NSW website www.arts.nsw.gov.au to assist you with your application:

- Frequently Asked Questions (FAQs)
- Sample application forms
- The NSW Aboriginal Arts and Cultural Strategy
- Arts NSW’s Protocols for Aboriginal Arts and Culture
- Assessment Meeting Reports
- Successful Recipients list
- Strategic Plan Framework
Support material plays a vital role in assessing and understanding your application. You should consider including key material of direct relevance to your application to strengthen your application. Support material may include:

- CVs for key personnel and artists (no longer than one A4 page per person)
- written confirmation of the participation of key personnel and artists
- written confirmation of significant partnerships (including contributions from partner organisations)
- for projects with public outcomes, confirmation from your presenting venue/partner or evidence of likely presenting venues/partners
- travel itineraries
- additional budget information (e.g. quotes for significant budget items, information on in-kind income, a breakdown of ‘complicated’ budget items)
- examples of previous work to demonstrate the quality of your work and the artists involved in the project/activities, including audio visual material
- reviews or market research that provide evidence of demand for your project.

Work samples should be recent and/or relevant to the program/project you are applying for.

Letters of confirmation must be directly related to the program/project, rather than a general letter of support for an organisation/artist.

Where there is in-kind support, cash financial support and partnership arrangements, support letters should confirm the details of the support provided. Formal emails are acceptable, provided they include email signatures and dates.

For proposals involving Aboriginal people, written letters of support and confirmation of involvement from the relevant communities and/or organisations is required as support material (see Arts NSW Protocols for Aboriginal Arts and Culture).
All support material must be provided at the time your application is submitted. Support material received separately will not be included in the assessment of your application. Some funding categories have required support material. You must attach this material when you submit your application otherwise your application will be considered incomplete. Please refer to the relevant application form for information on support material limits and required support material.

**ASSESSMENT CRITERIA**

Successful applications are those that best respond to the assessment criteria.

Most applications will be assessed against the General Assessment Criteria, however some categories have specific criteria and/or indicators. It is important that you read both the general assessment criteria and any additional category specific criteria/indicators before preparing your application.

All assessment criteria address the ACDP objectives of Quality, Reach and Health. Each application is assessed as a whole and rated against the criteria, which are given equal weighting.

**GENERAL ASSESSMENT CRITERIA**

The following sample indicators for each criteria are provided to guide your application and the assessment process. Indicators will vary according to the purpose, nature, scale and context of individual applications and the objectives of the funding category.

**Artistic and Cultural Merit (Quality)**
- Clear artistic or cultural vision
- Quality of artistic and/or cultural outcomes
- Implement appropriate strategies for evaluating and measuring artistic/cultural merit and refining projects/programs
- Contribution and relevance to art form, cultural practice or location
- Artistic and/or cultural experience and expertise
- Involves professional arts and/or cultural practitioners

**Engagement and Participation (Reach)**
- Strategies for engaging the NSW community in arts and cultural activities as creators, participants and/or audiences
- Extent and depth of engagement with audience/participants, including participant and/or audience numbers
- Relevance to target audience/participants, geographic area or community
- Support and commitment of partners and/or communities
- Public or community and/or social outcomes
- Activities in ACDP priority area/s
- Maintenance, development or diversification of audiences and participants
- Involvement and development of volunteers

**Viability (Health)**
- Sound planning and effective use of resources
- Achievable and realistic timelines and outcomes
- Administration, management and governance experience and expertise
- Record of financial stability and capacity
- Track record of delivery on and acquittal of Arts NSW funding (if applicable)
- Ongoing strategic partnerships including collaborations across the arts/cultural sector

**Budget (Health)**
- Detailed, comprehensive and accurate
- Value for money – realistic for scale and impact of program or project
- Appropriate use of the public funds requested
- Income (cash and in-kind) from sources other than Arts NSW (required)
- Provision for insurance and other liabilities
CATEGORY SPECIFIC ASSESSMENT CRITERIA
The following categories have specific assessment criteria and/or indicators:

- Service Organisations
- Artist Support
- Regional Capital
- Regional Partnerships

You should check these funding categories to ensure you address the relevant criteria/indicators in your application form.

ASSESSMENT PROCESS

ELIGIBILITY CHECK
You will receive an automated response when Arts NSW receives your application. Your application is then checked by staff. Applicants will be advised in writing should their application be deemed ineligible.

Applications are assessed against the assessment criteria based on the information provided in your application (including any support material). An application that fails to meet one or more of the assessment criteria will not be eligible for funding.

Due to the competitive nature of the ACDP, not all applications that meet the assessment criteria are able to be funded.

WHO ASSESSES APPLICATIONS?
Assessment panels are independently chaired and are comprised of qualified and experienced peer representatives from across the sector. Panels may include Arts NSW staff, representatives of State Cultural Institutions or other Government agencies.

Peer representatives are people who are professionally involved with the arts or a specific artform and have the relevant knowledge and/or experience to make a fair and informed assessment of a funding application.

Negotiated funding applications are assessed by NSW Government representatives with access to independent peers as required.

Assessment panel members are required to comply with the Department’s Code of Conduct for Committees and Boards.
You can register your interest to be considered for an Arts NSW assessment panel through the Peer Register on the Arts NSW website.

HOW ARE APPLICATIONS ASSESSED?
All ACDP Project and Program applications are assessed through a two stage process as outlined below.

In both stages, consideration is given to the ACDP priorities, geographic distribution, the mix of artforms/disciplines and the level of available funding.

Stage One:
Arts NSW conducts an initial review of all applications to confirm eligibility and to prepare advice for the assessment panel.
For Program funding, this advice includes information on an organisation’s context within the sector, an analysis of financial performance and governance, recent funding history and acquittal track record.

The panel assesses and ranks all applications against the published assessment criteria.

If required, the assessment panel may request further information from applicants during the assessment process. Applicants will be contacted by Arts NSW staff if this is necessary. The assessment panel may also seek specialist advice on applications.

Stage Two:
The panel Chair/s and senior Arts NSW staff consider and moderate recommendations with regard to the available budget, ACDP priorities including the ecology of the sector, demography and the distribution, range and scale of recommended applicants. This consideration is made to assist in determining the best outcomes of the NSW Government’s investment.

Final recommendations are submitted for the consideration of the Minister for the Arts (or authorised delegate).
WHAT IF I NEED TO WITHDRAW AN APPLICATION?
You are able to withdraw your application at any time. To withdraw an application, please contact Arts NSW with the details of your application (see contact details in Part Five).

NOTIFICATION OF FUNDING RECOMMENDATIONS
Applicants are notified in writing of the outcome of their applications. If your application is auspiced, the funding notification will go to the organisation that has auspiced your grant.

FEEDBACK, COMPLAINTS, PRIVACY AND GOVERNMENT INFORMATION

FEEDBACK
You may request feedback after you are advised of the outcome of your application. To request feedback, please contact Arts NSW (see contact details in Part Five).

Arts NSW will publish an Assessment Meeting Report for each application round on the Arts NSW website following notification of funding recommendations.

COMPLAINTS
By submitting an application you acknowledge that you accept the assessment process and application conditions set out in these Guidelines.

Funding decisions are final and can only be appealed on the basis of probity.

If you believe that the published assessment process has not been followed for your application, please put your concern in writing and send it to the Executive Director of Arts NSW.

If there is sufficient evidence to support an appeal on probity grounds, the appeal will be considered by a panel chaired by an executive of the NSW Government not involved in the original process and consisting of independent members.

ARTS NSW PRIVACY POLICY
Arts NSW is required to comply with the Privacy and Personal Information Protection Act 1998.

Arts NSW collects the minimum personal information to enable it to contact an applicant and process and assess the merits of an application.

For successful applications, information including the applicants name, a brief description of the funded activity and amount of funding provided is published on the Arts NSW website.

Applicants must ensure that people whose personal details are supplied with applications are aware that Arts NSW is being supplied with this information and how this information will be used by Arts NSW.

GOVERNMENT INFORMATION (PUBLIC ACCESS)
The provisions of the Government Information (Public Access) Act 2009 apply to all documents in the possession of Arts NSW. Under some circumstances a copy of the application form and other material supplied by the applicant may be released, subject to consultation, in response to an application request made in accordance with the Act.

For further information, visit www.trade.nsw.gov.au/about/access-to-information
DEVOLVED FUNDING

Some ACDP funds are devolved to arts and cultural organisations to support arts and cultural activities at the local and regional level. These organisations have broad networks across the arts sector, within specific artforms, and with the community. Applications for devolved funds should be made directly to the relevant devolved partner organisation.

Guidelines, closing dates, application forms and application processes vary. Please check the Arts NSW website regularly for details of available programs.

Devolved Funding is Arts NSW funding managed by an arts and cultural organisation

Eugene Onegin, Nicole Car as Tatyana & the Opera Australia Chorus, Opera Australia, 2014. Photo: Lisa Tomasetti
Travelling Bungaree, 2015, Photographic still from performance featuring (from left to right) Bjorn Stewart, Warwick Keen, Blak Douglas, Jason Wing, Amala Groom, Karla Dickens, Leanne Tobin, Caroline Oakley and Djon Mundine; Mosman Art Gallery, Photo: Gotaro Uematsu.
ADVISORY SOURCES AND RESOURCES

The following organisations provide support and advice to the arts and cultural sector.

Accessible Arts
Ph: 02 9251 6499
www.aarts.net.au
Accessible Arts is the peak arts and disability organisation for NSW. It promotes and provides opportunities for people with disability to participate in arts and cultural activities.

Art Gallery NSW
Ph: 02 9225 1700
Toll Free: 1800 679 278
www.artgallery.nsw.gov.au
The Art Gallery of NSW presents fine international and Australian art in one of the most popular art museums in Australia. In addition to permanent collections, the gallery offers regularly changing exhibitions, education, access and research programs and events.

Arts Law Centre of Australia
Ph: 02 9356 2566
Toll Free: 1800 221 457
www.artslaw.com.au
Arts Law Centre of Australia is a national legal centre for the arts. It provides legal and business advice and referral services, professional development resources and advocacy for artists and arts organisations across all artforms.

Arts on Tour
Ph: 02 9699 7133
www.artsontour.com.au
Arts on Tour NSW is a key service organisation for performing arts touring in NSW. The organisation is a primary support option for performing arts touring and is also an advocate for the NSW touring sector, providing information and advice, resources, industry analysis and facilitating forums.
Asialink is an Australian centre for the promotion of public understanding of the countries of Asia, and of Australia’s role in the region. It is a key provider of information, training and professional networks. Each year the Asialink arts residency program sends Australian writers, performers, artists and arts managers to undertake arts residencies in Asia.

Ausdance NSW is part of the national Ausdance network. It is a key support and advocacy body for dance creation, presentation and participation in NSW. Its portfolio of projects span the fields of professional development, regional and community involvement, education, and social inclusion.

The Australia Council for the Arts is the Australian Government’s arts funding and advisory body. The Australia Council supports Australians to make and experience art and advocates for the development of the Australian arts sector nationally and overseas.

The Australian Museum is a dynamic source of reliable scientific information with a mission to inspire the exploration of nature and culture. It houses an irreplaceable collection of more than 18 million objects representing a timeline of the environmental and cultural histories of the Australian and Pacific regions. In addition to a broad range of exhibitions, the museum offers education and research programs and community outreach initiatives.

AMC is a national service organisation dedicated to the promotion and support of both the artform of music and the creators and performers of contemporary classical, improvised jazz, experimental music and sound art in Australia.

The Australasian Performing Right Association (APRA) collects and distributes licence fees for the public performance and communication of their members’ musical works. The Australasian Mechanical Copyright Owners Society (AMCOS) collects and distributes mechanical royalties for the reproduction of their members’ musical works. APRA - AMCOS also advocate for Australian music creator’s rights and the Australasian music industry.

Australian Poetry is an industry body with a charter to promote and support Australian poets and poetry locally, regionally, nationally and internationally.

The ASA is a professional association for Australia’s literary creators. It promotes and protects the rights of Australia’s writers and illustrators.
Australian Writers’ Guild (AWG)
Ph: 02 9319 0339
Toll Free: 1300 552 228
www.awg.com.au
The AWG is the professional association for Australian performance writers including film, television, theatre, radio and digital media. It works to improve professional standards, conditions and remuneration for Australian performance writers.

Band Association of NSW
Ph: 02 9521 8188
www.bandnsw.com
The Band Association of NSW is the peak organising body for community and school brass and wind bands in NSW. It organises the State Band, solo and party championships as well as providing access to a library service, workshops and various band development tools and networking opportunities through its regional sub committees and branches.

British Council
Ph: 02 9326 2022
www.britishcouncil.org.au/programmes/arts
The British Council is the UK’s international organisation for cultural relations and educational opportunities. The British Council in Australia delivers initiatives and secures relationships with international creative partners to support the arts and creative industries from theatre, dance, visual arts and design.

Children’s Book Council of Australia (CBCA)
Ph: 08 8332 2845
Freecall: 1300 365 922
www.cncia.org.au
The Children’s Book Council of Australia promotes quality literature to young Australians, supports Australian writers and illustrators of children’s books, promotes the role of library and literature professionals in bringing children and books together, manages the annual CBCA Book of the Year Awards and promotes greater equity of access to reading through community projects.

CommunityBuilders NSW
Ph: 02 9660 2044
Community Builders NSW is an online resource that provides information and support available to community groups from government and other sources. The website aims to promote best practice in engaging, building and strengthening NSW communities.

Copyright Agency Limited (CAL)
Ph: 02 9394 7600
Toll Free: 1800 066 844 (within Australia)
www.copyright.com.au
CAL is a non-profit rights management organisation which collects and distributes copyright fees and royalties to rights holders for the use of text and images, including uses of digital content. CAL also offers funding for a variety of projects through the Cultural Fund.

Creative Partnerships Australia (CPA)
Ph: 03 9616 0300
www.creativepartnershipsaustralia.org.au
Creative Partnerships Australia is a social investment agency created through the consolidation of the Australia Council’s Artsupport Australia initiative and the Australia Business Arts Foundation (AbaF). CPA works in partnership with government, donors, investors and the community to help build the capacity of organisations and individual artists to diversify their funding sources and continuously improve their management and governance.

Cultural Facilities Directory
www.facilities.arts.nsw.gov.au
The Cultural Facilities Directory provides information about publicly owned NSW cultural infrastructure outside the Sydney CBD including performing arts centres, exhibition spaces, galleries, museums and community halls. It lists facilities regularly used for paid, professional arts practice, presentation or exhibition and can assist in planning one off activities and tours.
Destination NSW
www.destinationnsw.com.au
Ph: 02 9931 1111
Destination NSW is a statutory authority established by the NSW Government to devise and implement strategies to grow the visitor economy, with particular focus on tourism and events. Its role includes marketing Sydney and NSW as one of the world’s premier tourism and major events destinations, securing major sporting and cultural events and driving visitor growth throughout the state to achieve the NSW Government’s goal of doubling overnight visitor expenditure within the state’s visitor economy by 2020.

Empty Spaces
Ph: 02 9514 2900
emptyspaces.culturemap.org.au
Empty Spaces promotes short-term, low-cost reuse of empty shops and spaces for creative and community development. The website also publishes tools for empty space coordinators to start a ‘pop-up’ initiative, information for landlords and local government about creative space reuse for local development, success stories, and an online community to share knowledge.

First Nations Australia Writers’ Network (FNAWN)
www.fnawn.com.au
First Nations Australia Writers’ Network is the peak body for Aboriginal and/or Torres Strait Islander writers, poets and storytellers. FNAWN provides advocacy and skill development opportunities to support and sustain First Nations Australians writing and storytelling.

Groundswell Arts NSW
www.groundswellarts.org.au
Groundswell Arts NSW is the peak arts body for the CaLD sector founded for the ongoing dialogue, promotion, advocacy and development of cultural diversity within the arts and media in NSW. Through advocacy and by building extensive networks Groundswell Arts NSW aims to expand and engage with multicultural artists and arts organisations.

History Council of NSW
Ph: 02 9252 8715
www.historycouncilnsw.org.au
The History Council of NSW aims to represent the interests of the NSW history community and ensure that history, in all its forms, is a part of life in policy and practice throughout NSW.

Local Government NSW (LGNSW)
Ph: 02 9242 4000
www.lgsa.org.au
LGNSW is the industry body for local government in NSW. It represents 152 general purpose councils, 12 special purpose councils and the NSW Aboriginal Land Council. LGNSW presents councils’ and shires’ views to governments, promotes local government to the community and provides specialist advice and services.

Media, Entertainment and Arts Alliance (MEAA)
Ph: 1300 656 512
www.alliance.org.au
The MEAA is the union and professional organisation which covers everyone in the media, entertainment, sports and arts industries.

Museums & Galleries NSW (M&G NSW)
Ph: 02 9358 1760
Free call: 1800 114 311 (Regional NSW only)
www.mgnsw.org.au
M&G NSW develops, supports and promotes regional, community and public museums and galleries across NSW and presents strategic programs, advocacy, funding and other services to the sector.

Museums Australia
Ph: 02 6230 0346
www.museumsaustralia.org.au
Museums Australia is the national organisation for the museums sector and is committed to the conservation, continuation and communication of Australia’s heritage.
MusicNSW
Ph: 02 9953 5279
www.musicnsw.com
MusicNSW is the peak body for contemporary music in NSW. MusicNSW represents, promotes and develops the contemporary music industry in NSW through advocacy and representation.

National Association for the Visual Arts (NAVA)
Ph: 02 9368 1900
www.visualarts.net.au
NAVA is the national peak body for the visual arts, craft and design sector. It provides direct service to its members and the sector by offering advice, resources and training. NAVA also offers a range of grants, awards and scholarships to support and develop the work of visual arts, craft and design practitioners.

The National Live Music Office
Ph: 02 9935 7875
www.livemusicoffice.com.au
The National Live Music Office was established by the Federal Government in partnership with APRA AMCOS to support the growth of the venue-based live music sector in Australia. The National Live Music Office advocates for relevant policy, regulation and strategy to increase opportunities for live music in Australia and provides resources and support for the music sector in NSW.

New Music Network (NMN)
www.newmusicnetwork.com.au
NMN is a collection of contemporary music ensembles and organisations dedicated to the promotion and performance of Australian new music.

NSW Writers’ Centre
Ph: 02 9555 9757
www.nswwc.org.au
The NSW Writers’ Centre promotes writing-based culture and the rights and interests of writers in NSW. The Centre provides a program of activities including workshops, courses, seminars, festivals and competitions, as well as providing mentorship opportunities, manuscript assessments and support for writers and writing organisations in NSW.

Office for the Arts (OFTA)
www.arts.gov.au
The Office for the Arts (OFTA) is the Australian Government’s arts and culture policy and funding body. OFTA provides a range of funding and support to arts and cultural organisations and individual artists. It develops and administers programs and policies that encourage excellence in art, support for cultural heritage and public access to arts and culture.

Office of Environment and Heritage, NSW Department of Premier and Cabinet
Ph: 02 9995 5000
www.environment.nsw.gov.au
The Heritage Branch works with communities to help identify their important places and objects; provides guidance on how to look after heritage items; maintains the NSW Heritage Database, an online list of all statutory heritage items in NSW; and supports community heritage projects in NSW through funding and advice.

Philanthropy Australia
Ph: 02 9326 9215
www.philanthropy.org.au
Philanthropy Australia is the national peak body for philanthropy and is a not-for-profit membership organisation. It supports the philanthropic endeavours of their members and the broader sector and provide information to those seeking to understand, access or partner with the philanthropic sector.

PlayWriting Australia
Ph: 02 8274 0900
www.pwa.org.au
PlayWriting Australia is the national peak body for playwriting with a mission to support the development and promotion of great new Australian writing for performance. PlayWriting Australia works to discover creative artists, improve and enhance playwrights’ skills and boost national networks in order to see more Australian work on stage and in print.
Regional and Public Galleries Association of NSW
Ph: 02 6393 8136
www.rpg.nsw.gov.au
The Regional and Public Galleries Association of NSW represents the 40 member galleries, all of which are non-profit organisations intent on making important contributions to the cultural life of their regions.

Regional Arts Development Officers/Regional Arts Boards
The Regional Arts Network services over 100 local government areas in NSW. The 14 Regional Arts Boards in NSW provide strategic direction for sustainable regional arts and cultural development. Each employs a Regional Arts Development Officer to coordinate a cultural development program across their LGA.

Regional Arts NSW
Ph: 02 9270 2500
www.regionalartsnsw.com.au
Regional Arts NSW is the peak body for regional arts activity in NSW. Based in Sydney, it provides a range of services and represents the state-wide network of Regional Arts Boards.

Royal Australian Historical Society (RAHS)
Ph: 02 9247 8001
www.rahs.org.au
RAHS promotes interest in, and advances the study of, Australian history. It also works to broaden opportunities for participation in historical research. In addition to running lectures, workshops and an annual conference, the Society maintains a research library and administers grants for the promotion of heritage and the writing and publication of local history.

Screen NSW
Ph: 02 9995 0555
www.screen.nsw.gov.au
Screen NSW is an entity within NSW Trade & Investment, with a key role in the creative and economic development of the state. Screen NSW assists, promotes and strengthens the screen industry in NSW to promote Australia’s cultural identity, encourage employment in all aspects of screen production, encourage investment in the industry, enhance the industry’s export potential, encourage innovation and enhance quality in the industry.

Sounds Australia
Ph: 02 9935 7831
www.soundsaustralia.com.au
Sounds Australia supports the career life cycle of Australian musicians, from the local venue-based live music industry to international events, networking and business development through advocacy, resources and support.

State Library of NSW
Ph: 02 9273 1414
www.sl.nsw.gov.au
The State Library of NSW is internationally renowned and one of Australia’s leading libraries. With an extensive collection of over five million items, the State Library aims to collect, preserve and make accessible the documentary heritage of NSW. The Library also offers access to information and resources both onsite and online, and hosts a dynamic range of public programs through exhibitions, talks, tours and movies. It supports the NSW Public Library Network, administering an annual public library grants and subsidies program.

Sydney Living Museums
Ph: 02 8239 2288
www.sydneylivingmuseums.com.au
Sydney Living Museums cares for a group of 12 of the most important historic houses, gardens and museums in NSW on behalf of the people of NSW. Its purpose is to enrich and revitalise people’s lives with Sydney’s living history, and to hand the precious places in its care and their collections on to future generations to enjoy. It has a dynamic and diverse program of exhibitions, research and events such as walks, talks and tours. Sydney Living Museums is part of the NSW Office of Environment and Heritage within the NSW Department of the Premier and Cabinet.
Theatre Network NSW
Ph: 0409 814 067
www.tnn.org.au
Theatre Network NSW (TNN) is dedicated to strengthening and enriching the NSW theatre sector. TNN works in partnership with similar organisations nationally to lead, strengthen and support the professional theatre industry by building capacity in the small-to-medium and independent sectors, and connecting and working with the major companies.

The Powerhouse Museum
Ph: 02 9217 0111
www.powerhousemuseum.com
The Powerhouse Museum is the major branch of Sydney’s Museum of Applied Arts and Sciences, which also incorporates the Sydney Observatory. Its collection is unique and diverse, spanning history, science, technology, design, industry, decorative arts, music, transport, space exploration, material heritage and stories of Australian culture.

Varuna, the Writers’ House
Ph: 02 4782 5674
www.varuna.com.au
Varuna, the Writers’ House is a national writers’ centre which identifies and develops the best new Australian writing, providing writers with residential space, professional development and pathways to publication.

<table>
<thead>
<tr>
<th>GLOSSARY</th>
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<tbody>
<tr>
<td>Acquittal, Acquittal report</td>
<td>A report on outcomes and how grant funding was expended which is submitted by a funding recipient on completion of the funded project/program.</td>
</tr>
<tr>
<td>Approved Auditor</td>
<td>A person registered as a company auditor under the Corporations Act 2001 (Cth), or a member of the Institute of Chartered Accountants in Australia, or of CPA Australia or the National Institute of Accountants; and who is not a principal, member, shareholder, officer or employee of the organisation being audited or of a related body corporate.</td>
</tr>
<tr>
<td>Audience development</td>
<td>Activities aimed at building potential audiences and/or deepening engagement with current audiences over time. Audience development activities may target a particular segment (for example, young people, people within a specific geographic location, culturally and linguistically diverse people) or artform, genre or event. Development activities can include aspects of marketing, commissioning, programming, education, community outreach, customer service and distribution.</td>
</tr>
<tr>
<td>Audited financial statement</td>
<td>An organisation’s accounts audited by an Approved Auditor in compliance with the Australian Auditing Standards maintained by the Australian Accounting Standards Board created by Section 226 of the Australian Securities and Investments Commission Act 2001 (Cth).</td>
</tr>
<tr>
<td>Auspice, Auspiced funding</td>
<td>Where a third party takes responsibility for administering funding on behalf of another (the Auspicee).</td>
</tr>
<tr>
<td>Auspicee</td>
<td>An individual, group, partnership or unincorporated entity whose funding is administered by a third party (the Auspicor).</td>
</tr>
<tr>
<td>Auspicor</td>
<td>A legally constituted organisation that is responsible for administering funding on behalf of another. The Auspicor receives the funding on behalf of the Auspicee, and is responsible for ensuring that the project or activity for which the funds have been granted is completed, and the funds are accounted for and acquitted.</td>
</tr>
<tr>
<td>Award rates</td>
<td>Rates of pay prescribed by legally binding industrial awards and agreements.</td>
</tr>
<tr>
<td>Capital item, Capital expenditure</td>
<td>Items that are usually listed as assets on a balance sheet and are depreciated over a period of time. Capital items include furniture, machinery and technical equipment. Capital expenditure is money spent on the purchase, improvement, restoration, construction or creation of an asset, including expenses or costs that are directly attributable to delivering a capital project.</td>
</tr>
<tr>
<td>Capital development</td>
<td>The construction, alteration, renovation, completion or fitting-out of buildings and other facilities for arts and cultural use.</td>
</tr>
<tr>
<td>Community arts and cultural development</td>
<td>Engagement with, and participation in, arts and culture at the local and community level which includes a significant degree of community empowerment, decision-making and input. Projects focusing on collaboration between arts and non-arts practitioners to deliver strong community and arts outcomes, particularly for sectors of the community that may be disadvantaged.</td>
</tr>
<tr>
<td>Community engagement costs</td>
<td>The costs of activities which improve community access and deepen the target audience’s connection to arts and culture, inclusive of workshops, professional development programs, seminars and educational materials.</td>
</tr>
<tr>
<td>Constitution</td>
<td>A document containing the defining principles, policies and goals of an organisation.</td>
</tr>
<tr>
<td>Contractors/Consultants</td>
<td>People engaged to do a particular job or task or to provide expert or professional advice.</td>
</tr>
<tr>
<td>Cross-artform</td>
<td>Works that are a fusion of two or more artforms.</td>
</tr>
<tr>
<td>Cultural infrastructure</td>
<td>The range and network of facilities, organisations and individuals which comprise a particular cultural area, region, environment or landscape.</td>
</tr>
<tr>
<td>Culturally and linguistically diverse (CaLD)</td>
<td>CaLD people include those who speak a language other than English (LOTE) – also referred to as people from non-English speaking backgrounds (NESB), and people with culturally and linguistically diverse ancestries.</td>
</tr>
<tr>
<td>Devolved funding</td>
<td>A grant that has been provided by, or received from, a funding program delivered by another organisation on behalf of Arts NSW.</td>
</tr>
<tr>
<td>Education programs (curriculum based)</td>
<td>Programs directed at school children that are based on one or more components of the school curriculum.</td>
</tr>
<tr>
<td>Funding Agreement</td>
<td>The contract setting out the terms and conditions of Arts NSW funding, including the obligations and responsibilities of the person/organisation receiving the funding.</td>
</tr>
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</tr>
<tr>
<td>General Eligibility requirements</td>
<td>The conditions all applicants to the ACDP must fulfil to be eligible for funding. See Part Three for further information.</td>
</tr>
<tr>
<td>Geographic and/or socio-economically disadvantaged schools</td>
<td>The following Department of Education and Communities (DEC) programs will assist in identifying geographic and/or socio-economically disadvantaged government schools: RDE NSW - Rural and Distance Education <a href="http://www.rde.nsw.edu.au/about-page">www.rde.nsw.edu.au/about-page</a> <a href="http://www.rde.nsw.edu.au/rurality">www.rde.nsw.edu.au/rurality</a> Supporting Low SES School Communities <a href="http://www.lowsesschools.nsw.edu.au/">www.lowsesschools.nsw.edu.au/</a> lowsesseresources/Home.aspx</td>
</tr>
<tr>
<td>Governance, Corporate governance</td>
<td>The rules, processes, or laws by which the governing board of directors or committee of management operates and controls an organisation.</td>
</tr>
<tr>
<td>GST (Goods and Services Tax)</td>
<td>The value added tax of 10% on most goods and services in Australia.</td>
</tr>
<tr>
<td>In-kind support/contribution</td>
<td>Non-cash assistance, such as services, voluntary labour, donated materials and equipment/products.</td>
</tr>
<tr>
<td>Key Festival</td>
<td>Key Festivals are leading nationally recognised arts and cultural festivals of scale that are required to meet specific criteria to receive negotiated Program funding. The Key Festivals are Sydney Festival, Biennale of Sydney and Sydney Writers’ Festival.</td>
</tr>
<tr>
<td>Key Performance Indicator (KPI)</td>
<td>Measurable targets which are used to evaluate the progress and success of a project or program. KPIs are established at the time of application and are acquitted against at the end of the project/program.</td>
</tr>
<tr>
<td>Major Performing Arts companies</td>
<td>Australia’s 28 MPA companies are funded under a national funding framework agreed to by the Cultural Ministers Council. Funding under the framework is administered jointly by the relevant State funding agency and the Australia Council. The 11 NSW funded MPA companies are: • Australian Brandenburg Orchestra • Australian Chamber Orchestra • Bangarra Dance Theatre • Bell Shakespeare Company • Belvoir • Musica Viva • Opera Australia • Sydney Dance Company • Sydney Symphony Orchestra • Sydney Theatre Company • The Australian Ballet</td>
</tr>
<tr>
<td>Multi-artform</td>
<td>A grouping of two or more artforms, or a work or practice which spans two or more artforms.</td>
</tr>
<tr>
<td>Not-for-profit, incorporated association</td>
<td>An organisation that does not operate for the profit or gain of individual members. The organisation can still make a surplus, but this surplus must be used to carry out its purposes and is not distributed to owners, members or other private individuals. An incorporated association has its own legal identity separate from its members, providing protection to members in legal transactions.</td>
</tr>
<tr>
<td><strong>NSW Resident</strong></td>
<td>A person residing in NSW for at least 12 months prior to making an application.</td>
</tr>
</tbody>
</table>
| **Partnership** | 1) An association of persons carrying on a business as partners or in receipt of income jointly.  
2) A collaboration between two or more people or organisations that utilise the unique expertise and resources provided by each partner to develop and/or deliver a program or project. |
| **Priority Contribution** | The requirement to address a minimum of one ACDP priority area, to ensure growth in the quality and quantity of activities in priority areas. The ACDP priority areas are: regional NSW, Western Sydney, Aboriginal people, CaLD people, young people and people with disability. |
| **Peer/s** | Peers are people with arts and cultural expertise who have the knowledge and/or experience to make a fair and informed assessment of a funding application. |
| **Professional artist, professional arts and cultural worker** | A professional artist, or arts and cultural worker must have a commitment to arts/cultural work as a major aspect of their working life, even if this work is not the main source of their income. The term professional is intended to indicate a degree of training, experience or manner of working that allows their work to be assessed against the highest practiced standards in their relevant artform/discipline. |
| **Professional development** | The skills and knowledge attained for both personal development and career advancement, encompassing all types of facilitated formal and informal learning opportunities. |
| **Regional NSW** | For the purposes of the ACDP regional NSW includes the Central Coast, Hunter and Illawarra and is defined as the areas or regions outside of Sydney and Western Sydney. |
| **State Significant Organisation** | The State Significant Organisations are leading organisations with significant strategic importance within the NSW arts and cultural sector. They are required to meet specific criteria to receive negotiated Program funding. The State Significant Organisations are Carriageworks and Museum of Contemporary Art Australia. |
| **Strategic Plan** | A high level outline of what your organisation is looking to achieve over a particular (three year) time frame, including the specific strategies the organisation will use to achieve its goals over that time frame.  
Arts NSW endorses the Australia Council’s Strategic Plan Framework which can be found on the Arts NSW website. |
| **Touring travel costs** | Freight, bump in/out costs, transportation costs, packing and crating costs, installation costs, demounting costs, accommodation and travel allowances. |
| **Visual Arts and Craft Strategy (VACS)** | The VACS is delivered jointly by the Australian Government and all State and Territory governments. It was launched in 2004 to increase the viability and vitality of Australia’s contemporary visual arts sector. |
ABS REGION AND LOCAL GOVERNMENT AREAS

To find which Local Government Area your Street Address falls within (required for applications), visit the Office of Local Government website at [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) and enter your details in the search box on the home page.

Use the ABS region for the Main place/s of Activity section in your application.

<table>
<thead>
<tr>
<th>ABS REGION</th>
<th>LOCAL GOVERNMENT AREA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Central Coast</td>
<td>Gosford, Wyong</td>
</tr>
<tr>
<td>Central West</td>
<td>Bathurst Regional, Bland, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Mid-Western Regional, Oberon, Orange, Parkes, Weddin</td>
</tr>
<tr>
<td>Far West</td>
<td>Broken Hill, Central Darling</td>
</tr>
<tr>
<td>Hunter</td>
<td>Cessnock, Dungog, Gloucester, Great Lakes, Lake Macquarie, Maitland, Muswellbrook, Newcastle, Port Stephens, Singleton, Upper Hunter</td>
</tr>
<tr>
<td>Illawarra</td>
<td>Kiama, Shellharbour, Shoalhaven, Wingecarribee, Wollongong</td>
</tr>
<tr>
<td>Mid-North Coast</td>
<td>Bellingen, Clarence Valley, Coffs Harbour, Greater Taree, Hastings, Kempsey, Lord Howe, Nambucca, Port Macquarie-Hastings</td>
</tr>
<tr>
<td>Murray</td>
<td>Albury, Balranald, Berrigan, Conargo, Corowa, Deniliquin, Greater Hume, Jerilderie, Murray, Tambarumba, Urana, Wakool, Wentworth</td>
</tr>
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Photo: Lucy Parakhina
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<thead>
<tr>
<th>ABS REGION</th>
<th>LOCAL GOVERNMENT AREA</th>
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</thead>
<tbody>
<tr>
<td>Murrumbidgee</td>
<td>Carrathool, Coolamon, Cootamundra, Griffith, Gundagai, Hay, Junee, Leeton, Lockhart, Murrumbidgee, Narrandera, Temora, Wagga Wagga</td>
</tr>
<tr>
<td>North Western</td>
<td>Bogan, Bourke, Brewarrina, Cobar, Coonamble, Dubbo, Gilgandra, Narromine, Walgett, Warren, Warrumbungle, Wellington</td>
</tr>
<tr>
<td>Northern</td>
<td>Armidale Dumaresq, Glen Innes, Gunnedah, Guyra, Gwydir, Inverell, Liverpool Plains, Moree Plains, Narrabri, Tamworth Regional, Tenterfield, Uralla, Walcha</td>
</tr>
<tr>
<td>Richmond-Tweed</td>
<td>Ballina, Byron, Kyogle, Lismore, Richmond Valley, Tweed</td>
</tr>
<tr>
<td>South Eastern</td>
<td>Bega Valley, Bombala, Boorowa, Cooma-Monaro, Eurobodalla, Goulburn, Mulwaree, Harden, Palerang, Queanbeyan, Snowy River, Tumut, Upper Lachlan, Yass, Young</td>
</tr>
<tr>
<td>Sydney (excl. Western Sydney)</td>
<td>Ashfield, Botany Bay, Burwood, Canada Bay, Canterbury, Hornsby, Hunters Hill, Hurstville, Kogarah, Ku-ring-gai, Lane Cove, Leichhardt, Manly, Marrickville, Mosman, North Sydney, Pittwater, Randwick, Rockdale, Ryde, Strathfield, Sutherland, Sydney City, Warringah, Waverley, Willoughby, Woollahra</td>
</tr>
<tr>
<td>Western Sydney</td>
<td>Auburn, Bankstown, Blacktown, Blue Mountains, Camden, Campbelltown, Fairfield, Hawkesbury, Holroyd, Liverpool, Parramatta, Penrith, The Hills, Wollondilly</td>
</tr>
</tbody>
</table>

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<tr>
<th>OTHER REGIONS</th>
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</thead>
<tbody>
<tr>
<td>Regional NSW</td>
</tr>
<tr>
<td>Multi-regions</td>
</tr>
<tr>
<td>Interstate/International</td>
</tr>
</tbody>
</table>

CONTACT ARTS NSW

Arts Development & Investment
Arts Development & Investment staff administer the ACDP and can be contacted with any funding enquires from 9am to 5pm (AEST/AEDT) Monday to Friday.

General Funding Enquiries
Ph: (02) 9995 0533
Freecall: 1800 358 594 (within NSW)
email: arts.funding@arts.nsw.gov.au

Performing Arts
Ph: (02) 9995 0656
email: performing.arts@arts.nsw.gov.au

Visual Arts, Museums and Literature
Ph: (02) 9995 0564
email: visual.arts@arts.nsw.gov.au

Administration and Reporting
Ph: (02) 9995 0519
email: administration@arts.nsw.gov.au

A list of current staff is available through the About Us page on the Arts NSW website www.arts.nsw.gov.au

ASSISTANCE FOR PEOPLE WITH DISABILITY

Arts NSW is committed to supporting applicants with disability. Information can be provided in alternative formats upon request (i.e. large print or electronic).

If you require assistance with your application please contact Arts NSW on:

Freecall: 1800 358 594 (NSW)
Ph: (02) 9995 0533

To make a National Relay Service call:
• TTY users phone 133 677 then ask for 02 9995 0533
• Speak and Listen users phone 1300 555 727 then ask for 02 9995 0533
• Internet relay users connect to the NRS then ask for 02 9995 0533
INTERPRETING ASSISTANCE IN LANGUAGES OTHER THAN ENGLISH

If you have difficulty understanding these Guidelines or would prefer to discuss your application in your first language you can access an interpreter immediately, telephone the Translating and Interpreting Service (TIS National) on ph: 131 450.

Indicate which language you wish to use and ask to speak to a member of the Arts NSW Funding team on (02) 9995 0533.

Please make this call during Arts NSW office hours of 9am to 5pm Monday to Friday.

Arabic

إذا كنت تشعر بالتشنج أو أنك غير قادر على فهم هذه النصوص من خلال اللغة العربية، يمكنك الاتصال بخدمة الترجمة العربية واللغوية (TIS) في الرقم 131 450 لكي يتم استخدامها إذا كنت بحاجة إلى للتحدث إلى أحد موظفي TIS في اللغة العربية. الرجاء الاتصال بنا على الرقم (02) 9995 0533 خلال أيام العمل بين الساعة 9 صباحًا وحتى 5 مساءً من يوم الاثنين إلى الجمعة.

Chinese

如果您希望使用您的第一语言讨论您的申请，请在星期一至星期五每天上午9时至下午5时的办公时间拨打131 450跟翻译口译服务处（TIS）联系，说明您愿用哪一种语言，然后要求跟Arts NSW通话，号码是 (02) 9995 0533.

Greek

Αν θα προτιμούσατε να συζητήσετε την αιτήση σας στην πρώτη σας γλώσσα, καλέστε την Υπηρεσία Μεταφράσεων και Διερμηνευτών (TIS) στο 131 450, υποδείξτε ποια γλώσσα θέλετε να χρησιμοποιηθεί, και ζητήστε να μιλήσετε στο προσωπικό της Arts NSW στον αριθμό (02) 9995 0533 κατά της ώρας γραφείου, 9ης έως 5μ., Δευτέρα έως Παρασκευή.

Hindi

यदि आप अपने आवेदन-पत्र के बारे में अपनी मातृ-भाषा में बांट-चीत करना चाहते हैं, तो कृपया अनुरोध करें कि हम आपको अपनी मातृ-भाषा में बांट-चीत करना चाहते हैं। यह आपके कार्यकाल में यात्रा करना चाहते हैं। यह आप कार्यकाल में यात्रा करना चाहते हैं। यह आप कार्यकाल में यात्रा करना चाहते हैं। यह आप कार्यकाल में यात्रा करना चाहते हैं।

Italian

Se preferisci discutere la domanda nella tua prima lingua, chiama il servizio traduzioni e interpreti (TIS) al numero 131 450, indica in quale lingua preferisci comunicare e chiedi di parlare con il personale di Arts NSW al numero (02) 9995 0533 durante l'orario d'ufficio dalle ore 9 alle 17, dal lunedì al venerdì.

Korean

모국어로 신청서에 대해 심의하길 원하시면 통번역서비스 (TIS)에 131 450으로 전화하여 원하시는 언어를 제시하시면 후에 Arts NSW 직원 (02) 9995 0533과의 통화 요청을 하십시오. 근무 시간은 월요일에서 금요일, 오전 9시에서 오후 5시까지입니다.

Macedonian

Ако сакате да абсорбувате за вашата молба на вашиot мајчин јазик, ве молиме телефонираните во Службата за писмено и усмено преведување (TIS) на 131 450, кажете им кој јазик сакате да го користите и замолете ги да ја телефонираат на (02) 9995 0533 за да абсорбуват со соодветните на Arts NSW во текот на работното време, од 9 ч. наутро до 3 ч. попладне, од понеделник до петок.

Portuguese

Se preferir conversar sobre o seu requerimento na sua primeira língua, faça o chamado para os Serviços de Tradução e Interpretação (Translating and Interpreting Services - TIS), ligando para 131 450, indicando a língua que prefere e pedindo para falar com um funcionário da Arts NSW, número (02) 9995 0533, que estará disponível durante o horário de expediente, das 9 às 17 horas, de Segunda a Sexta-Feira.

Spanish

Si usted prefiere hablar sobre su solicitud en su propio idioma, llame al Servicio de Traducción e Interpretación (TIS) al 131 450, diga qué idioma desea usar para hablar con el personal de Arts NSW y pida que le comuniquen con el (02) 9995 0533, durante horas de oficina, 9:00 am a 3:00 pm, lunes a viernes.

Thai

หากคุณต้องการติดต่อเราในภาษามา__). โปรดติดต่อกับบริการนี้ (TIS) ที่หมายเลข 131 450 และแสดงความจำนงของคุณให้ช่างพิมพ์และติดต่อทีมงานที่ต้องการแปลภาษาไทย และจะติดต่อกับเจ้าหน้าที่ของ Arts NSW หมายเลข (02) 9995 0533 ในระหว่างช่วงเวลานี้ตีน 9.00 น. ถึง 17.00 น. วันจันทร์ถึงเสาร์.

Turkish

Büyük bir aracılık hediye olarak dilinize geçişini sağlamak için, özellikle, lütfen Pazartesi ve Cumartesi günleri arası, saat 9 ve 5 arasında 131 450 numaralı telefondan Yazılı ve Sözü Çeviri Servisi (TIS) arayın ve hangi dil kullanmak istediğinizizi bildirir ve (02) 9995 0533 numaralı telefondan Arts NSW ile konuştuk mak izin verin belirtin.

Vietnamese

Nếu quý vị muốn thảo luận bằng tiếng Việt về đơn nộp của quý vị, Xin gọi điệnDICiTHƯONG PHIÊN Đức (TIS) qua số 131 450 và nếu ra ngày ngợi của quý vị (Vietnamese) và hỗ trợ giúp quý vị gọi điện nhận vê của Arts NSW qua số (02) 9995 0533 trong giờ làm việc từ 9 giờ sáng đến 5 giờ chiều, thứ Hai đến thứ Sáu.