

# 2016 NSW Young Regional Artist Scholarship

## FAQ's And Glossary of Terms



Arts  
NSW

# FREQUENTLY ASKED QUESTIONS

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## General Information and Eligibility

### How do I apply?

To apply, you must submit a completed online application form and the required support material.

Applications must be submitted through the Arts NSW online application system accessible from the Arts NSW website [www.arts.nsw.gov.au](http://www.arts.nsw.gov.au). This is a secure website and you will be required to create an account before you are able to proceed with an application.

Please allow plenty of time to check and review your application before submitting your application as you will not be able to make changes after submission.

If you have questions or need any help (technical or otherwise) please contact Arts NSW on (02) 9995 0646.

### Who can I contact to discuss my application?

Arts NSW staff are available to provide support and advocacy throughout your application process.

If this document does not answer your questions or you have any difficulty completing your application i.e budget items or program plan, please contact:

Lachlan Herd  
Program Support Officer  
(02) 9995 0646  
[Lachlan.herd@arts.nsw.gov.au](mailto:Lachlan.herd@arts.nsw.gov.au)

We also encourage you to discuss your application with your Regional Arts Development Office (RADO). The RADO for your regional area can be located at:

<http://regionalartsnsw.com.au/networks/>

### How will my application be assessed?

Your application will be assessed against the following criteria:

#### 1. Artistic & Cultural Merit:

Does your application demonstrate high artistic and cultural merit or vision?

#### 2. Benefit:

Does your application have the potential to significantly benefit and strengthen your artistic or cultural practice?

### 3. Well Planned & Achievable:

Is your program well planned and achievable?

### 4. Contribution:

How will your Scholarship contribute to and impact arts and culture in regional NSW?

Each of these criteria is equally weighted. You must address all of the criteria in your application.

### Am I living in an eligible LGA?

Applicants living in the following LGAs are eligible to apply:

Albury, Armidale Regional, Ballina, Balranald, Bathurst, Bega Valley, Bellingen, Berrigan, Bland, Blayney Shire, Bogan, Bourke, Brewarrina, Broken Hill, Byron, Cabonne, Carrathool, Central Darling, Cessnock, Clarence Valley, Cobar, Coffs Harbour, Coolamon, Coonamble, Cootamundra-Gundagai, Cowra, Dubbo Regional, Dungog, Edward River, Eurobodalla, Federation, Forbes, Gilgandra, Glen Innes Severn, Goulburn Mulwaree, Greater Hume, Griffith, Gunnedah, Gwydir, Hay, Hilltops, Inverell, Junee, Kempsey, Kiama, Kyogle, Lachlan, Leeton, Lismore, Lithgow, Liverpool Plains, Lockhart, Maitland, Mid-Coast, Mid-Western Regional, Moree Plains, Murray River, Murrumbidgee, Muswellbrook, Nambucca, Narrabri, Narrandera, Narromine, Oberon, Orange, Parkes, Port Macquarie-Hastings, Port Stephens, Queanbeyan-Palerang, Richmond Valley, Shellharbour, Shoalhaven, Singleton, Snowy Monaro Regional, Snowy Valleys, Tamworth, Temora, Tenterfield, Tweed, Upper Hunter, Upper Lachlan, Uralla, Wagga Wagga, Walcha, Walgett, Warren, Warrumbungle, Weddin, Wentworth, Wingecarribee, Yass Valley.

**NOTE:** University students studying in Newcastle, Sydney & Wollongong, with a home address in regional NSW, are also eligible to apply on the basis that they provide evidence of their home address as support material. If you have any questions regarding this please contact Arts NSW on (02) 9995 0646.

### When can I start and finish my program?

Funding is available for activities commencing after 1 May 2017. You must begin your Scholarship within six months of receiving it. The Scholarship duration must not exceed 18 months and must be completed by 1 November 2018.

## What would make me ineligible to apply?

### Applications cannot be submitted by:

- previous recipients of this Scholarship
- applicants over 25 years old or under 18 as at 1 May 2017
- applicants who do not have a residential address in regional NSW
- applicants who do not provide all the required support material
- previous recipients of other Arts NSW grants or fellowships who have not fulfilled the conditions of their funding

### Applications will not be accepted if they are:

- incomplete
- received after the closing date.

## What is an ABN?

An Australian Business Number or ABN is the identification number which registers you as a business for tax purposes in Australia. It is not essential to have a current ABN to apply for the Young Regional Artist Scholarship, but you will need one to receive funds should your application be successful. For more information and instructions on how to register for an ABN, please visit:

<https://www.business.gov.au/info/plan-and-start/start-your-business/business-and-company-registration/register-for-an-australian-business-number-abn>

## My artform is not listed, am I still eligible to apply?

If your artform is not listed in the description of eligible artforms, please call or email Arts NSW with the contact details previously listed.

## How much can I ask for?

Scholarship recipients will be awarded \$10,000. Please do not request more or less than this amount in your application.

## How will the funds be paid?

Funding will be paid in a lump sum to your nominated bank account, after you have returned your contract. Any special conditions or details will need to be agreed upon before the money is released.

## What can I do with the Scholarship?

Your professional development as an artist or cultural worker may entail several aspects, the Scholarship can be used to pay for:

- mentorships or internships with recognised arts organisations
- residencies at institutions/organisations

- short-term courses, workshops or other training (Note: The Scholarship is not available to support study which will result in formal tertiary qualification, such as a degree)
- creation of new work
- periods of research and development
- skills development
- experimentation
- travel / accommodation
- marketing and planning, publishing or printing etc
- materials and equipment.

Please note: the scholarship cannot be used *only* to purchase equipment or materials. Any items purchased must relate to your professional development.

### What can't I do with the Scholarship?

Scholarship funds cannot be used to pay for:

- costs associated with a project or program that has already been substantially completed
- assisting with study for a university degree or other formal qualification
- projects which have already received Arts NSW funding
- offsetting the costs of items and materials already purchased
- solely covering the total costs associated with EP/recordings, full music albums and distribution. If applying for recording and production, it must be demonstrated how this activity will contribute to your overall professional development i.e. mentorships and education
- solely covering the total costs of a new work project (such as an exhibition). If applying for making a new work, it must be demonstrated how this activity will contribute to your overall professional development.
- groups, collaborations or partnerships – YRAS is for individuals only.
- activities commencing prior to 1 May 2017

### If I can't attend the professional development program in Sydney, will this affect the outcome of my application?

No, but we strongly recommend attending as the event is tailored to a range of artforms and will be highly beneficial to your professional development.

## Timeline

### Do my activities need to be confirmed for my application to be successful?

A program which lists a timeline of confirmed activities will strengthen your Scholarship application however this is not essential. In some cases, successful applications will be conditional on the confirmation of some proposed activities. If you require assistance with this or with advice on how to approach potential collaborators, mentors or organisations, please do not hesitate to contact us. The best way to show that activities have been confirmed is by attaching copies of confirmation letters or emails.

## Budget

### How much is too much to cost for my Scholarship program?

There is no limit to how much the total cost of your Scholarship can be. However it is important to be realistic and consider how viable your program will be in relation to your funding sources.

### Can I have funds leftover from my Scholarship program?

No. Your income and expenditure should balance out to result with no surplus or deficit. Budgeting is often a complicated part of the application process so please do not hesitate to contact Arts NSW with any questions.

## Support Material

### Why is support material required?

As part of your application, you are required to provide support material. Support material is used to gain a deeper understanding of your work and it is a valuable tool for you to demonstrate your work and ideas, and support for your Scholarship.

### What material do I need to submit?

#### 1. Samples of your work

You may submit:

Written material – up to 5 pages

Still images – up to 10 images

Video – up to 5 minutes in electronic format (.mp4 / .mpg / QuickTime or URL links).

Audio recording – up to 5 minutes (.mp3)

#### 2. A short biography and resume up to 2 pages long.

#### 3. A letter of support from your local Regional Arts Development Office or a local regional arts organisation.

If you require assistance to get in touch with your local office, please contact us.

#### 4. Proof of age and proof of regional address

This documentation must provide evidence that you are aged 18-25 as of 1 May 2017, and have an address in regional NSW. This can include documents such as a drivers licence, birth certificate, proof of age card or statutory declaration. Newcastle, Sydney & Wollongong University students, with a home address in regional NSW, are also eligible to apply on the basis that they provide evidence of their home address as support material.

5. For applications involving Aboriginal people, written letters of support and confirmation of involvement from the relevant communities and/or organisations is required.

#### 6. Optional support material

Letters of support, expressions of interest and or confirmation, reviews of past works, links to websites, blogs, youtube etc. Optional support material is not required for your application to be successful, however if you have the material listed, you should include it.

If you have any questions in regards to support material or require assistance, please contact us on:

[Lachlan.herd@arts.nsw.gov.au](mailto:Lachlan.herd@arts.nsw.gov.au)

(02) 9995 0646

Please provide support material documents in .pdf format. Zip files cannot be accepted.

#### What should my biography and resume contain?

Your biography should briefly detail your artistic practice. This can include a summarised history and a description of the work you produce. Your resume should list the history of your career, including any exhibitions, awards, residencies and education.

#### Where is my RADO and why do I need a letter of support from them?

A RADO or Regional Arts Development Office exists to support arts and cultural development in your region. A letter from them will demonstrate how your Scholarship will contribute to your professional development and to the arts and culture in your region. Your letter of support can also come from a regional arts institution.



## How can I source a letter of support from my RADO (Regional Arts Development Office)?

RADOs can be located and contacted at:

<http://regionalartsnsw.com.au/networks/>

## My application involves working with Aboriginal people, why do I need letters of Support?

If you intend on working with Aboriginal people or groups i.e to run workshops, it is essential you demonstrate that you have their interest and support. See Arts NSW Protocols for Aboriginal Arts and Culture for further information.

## What can I use to provide my proof of age and proof of residency? Can I use the same document for both?

A proof of age and proof of residency can include a drivers license, a proof of age card or another government issued license card. The same document can be used to prove both your age and residency.

## Can I submit support material after the closing date, even if my application has been accepted?

All support material must be provided at the time your application is submitted. Support material received separately after the closing date will not be included in the assessment of your application.

## Work Experience Opportunity

### Who are the arts organisations which have agreed to host YRAS recipients? How can I get in contact with them to discuss a mentorship, residency or internship?

Organisations which have agreed to host YRAS recipients and their contact details are listed below. If including a work experience opportunity in your program, you must contact the organisation to discuss a placement prior to submitting an application.

Art Gallery of NSW

Yuki Kawakami  
[Yuki.Kawakami@ag.nsw.gov.au](mailto:Yuki.Kawakami@ag.nsw.gov.au)  
ph: 02 9225 1738

Australian Museum

Keren Ruki  
[Keren.Ruki@austmus.gov.au](mailto:Keren.Ruki@austmus.gov.au)  
ph: 02 9320 6084

State Library of NSW	Rachel Imms <a href="mailto:rachel.imms@sl.nsw.gov.au">rachel.imms@sl.nsw.gov.au</a> ph: 02 9273 1754
Sydney Opera House	Sydney Opera House Presents team <a href="mailto:programming@sydneyoperahouse.com">programming@sydneyoperahouse.com</a> ph: 02 9250 7847
Biennale of Sydney	<a href="mailto:administration@biennaleofsydney.com.au">administration@biennaleofsydney.com.au</a> ph: 02 8484 8700
Museum of Contemporary Art Australia	Natalie McDonald <a href="mailto:Natalie.McDonald@mca.com.au">Natalie.McDonald@mca.com.au</a> ph: 02 9245 2486
Carriageworks	Lisa Ffrench <a href="mailto:Lisa.f@carriageworks.com.au">Lisa.f@carriageworks.com.au</a> ph: 02 8571 9032
Sydney Festival	Fiona Winning <a href="mailto:Fiona.Winning@sydneyfestival.org.au">Fiona.Winning@sydneyfestival.org.au</a> ph: 02 8248 6531
Sydney Living Museums	Beth Hise <a href="mailto:bethh@sydneylivingmuseums.com.au">bethh@sydneylivingmuseums.com.au</a> ph: 02 8239 2379
Sydney Writers Festival	Jo Dyer <a href="mailto:Jo@swf.org.au">Jo@swf.org.au</a> ph: 02 9256 4205

### Is the work experience opportunity compulsory?

This is optional and your application for the Scholarship will not be affected should you choose not to take up the opportunity. Availability of these opportunities will depend on the requirements of individual organisations and the relevance of your program.

## Assessment and Outcome

### How will my application be assessed?

This is a competitive process, and your application will be assessed by a peer assessment panel which is comprised of highly qualified and experienced representatives from the creative industries. The peer assessment panel will consider each application and how well it meets the Assessment Criteria. Further information on the assessment process can be found in the Arts NSW Arts and Cultural Development Program Guidelines (available on the Arts NSW website [www.arts.nsw.gov.au](http://www.arts.nsw.gov.au) ).

### How will I find out about the outcome of my application?

Applicants will be notified in writing of the outcome of their application in April 2017. With a limited pool of funding, not all applicants will be funded.

## General information

Further information on Arts NSW's feedback, complaints, privacy and Government information can be found in Part 3 of the Arts NSW Arts and Cultural Development Program Guidelines (available on the Arts NSW website <http://www.arts.nsw.gov.au> ).

## GLOSSARY OF TERMS IN ALPHABETICAL ORDER

### ABN

An ABN is an Australian Business Number. For more information on this and to register for your own ABN, please visit <https://www.business.gov.au/info/plan-and-start/start-your-business/business-and-company-registration/register-for-an-australian-business-number-abn>

### ARTISTIC AND CULTURAL MERIT

The quality of the proposed program and samples of previous work.

### ARTS AND CULTURAL SECTOR

The arts and cultural sector in NSW is made up of the artists, arts and cultural workers, institutions and businesses which contribute to and benefit from the arts.

### ARTISTIC & CULTURAL PRACTICE

The professional work you undertake as an artist or arts and cultural worker.

### COLLABORATORS

Other individuals or groups you work with on a specific project or program. This can include, but is not limited to; other artists or cultural workers, designers, technicians, scientists and community groups.

### CREATIVE RESEARCH

Research which is undertaken through your creative practice. This can include for example; research into areas of study which could benefit the development of your practice or career, experimentation with new mediums and techniques which could result in unique stylistic qualities, the production of artistic work which explores a complex topic.

### EXPERIMENTATION

In artistic practice this is a process of trying new ways of working with materials, techniques and technologies. Experimental practice does not necessarily have a set goal, but is more focussed on an evolving process of trial, error and success.

## EXPLANATION (budget field)

In your budget you will be asked to describe the specifics of what certain costs are for. For example a field which lists \$2000 for 'Flights' can be explained as 'Return flights to the UK from Dubbo Regional Airport'.

## INTERNSHIP

A placement within an institution which provides the training necessary to work in the relevant field, in this case being the arts and cultural field.

## LETTERS OF SUPPORT

A letter written from an individual professionally practicing in the sector who has been exposed to your work and can support the merit of your proposed scholarship program. This individual can be a Regional Arts Executive Directors, the owner of a gallery or performance space, an established artist or musician, the manager or director of an institution or a mentor.

## MENTORSHIP

A professional relationship with an artist or arts and cultural worker on a more established level than yourself, which benefits your skills development.

## OUTCOMES

The measurable benefits to your professional development which come from your proposed program.

## PROFESSIONAL DEVELOPMENT

The cultivation of your skills in a range of areas including networking, professional practice, understanding of the sector or technical knowledge.

## PUBLIC OUTCOME

An outcome which directly engages with the public. This can involve holding an exhibition, the presentation of a performance, or hosting a workshop.

## RAED/RADO

Regional Arts Executive Director or Regional Arts Development Office. The RAED and RADO coordinate a program of arts and cultural development for your local area. The RADO for your region can be located here:

<http://regionalartsnsw.com.au/networks/>

## ARTS ORGANISATION

An institution or organisation which is considerably established and contributing to the arts and cultural sector. This could be your regional gallery, a performing arts institution or a music festival.

## RESIDENCIES

A period of professional placement within an artistic institution. Residency programs often provide a living space for the artist in which to conduct their practice and produce work.

## SUSTAINABLE CAREER

An artistic career which has a foreseeable longevity sustained by a combination of time-managed personal labour and financial viability.

## VIABILITY

How likely it is for your program to realistically meet the proposed outcomes.