



Create NSW
Arts, Screen & Culture

ARTS & CULTURAL DEVELOPMENT PROGRAM

UPDATED SEPTEMBER 2017

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- TTY users phone 133 677 then ask for (02) 8289 6533
- Speak and Listen users phone 1300 555 727 then ask for (02) 8289 6533
- Internet Relay users connect to the [NRS](#) then ask for (02) 8289 6533

Cover image: *We Built This City/ Redfern School of Displacement*, 2016, Keg de Souza, Installation view at Vine Street, Redfern, for the 20th Biennale of Sydney.
Photo: Ben Symons

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Slay Your Oppressor(s), Bhenji Ra, Koco Carey and David Chor as part of SWARM, 2016, Campbelltown Arts Centre. Photo: Document Photography

ARTS & CULTURAL DEVELOPMENT PROGRAM (ACDP) – IMPORTANT DATES

| PROGRAM FUNDING | OPENING DATE | CLOSING DATE |
|--------------------------------------|--|---|
| Annual | Monday 8 May | CLOSED Monday 3 July |
| Service Organisations | Monday 8 May | CLOSED Monday 3 July |
| PROJECT FUNDING | OPENING DATE | CLOSING DATE |
| Arts & Cultural Projects | Round 1: Monday 1 May 2017 | CLOSED Round 1: Tuesday 13 June 2017 |
| | Round 2: Monday 30 October 2017 | Round 2: Monday 11 December 2017 |
| Regional Arts Touring | Round 1: Monday 1 May 2017 | CLOSED Round 1: Tuesday 13 June 2017 |
| | Round 2: Monday 4 September 2017 | Round 2: Monday 16 October 2017 |
| Creative Capital Fund | Friday 29 September 2017 | Friday 10 November 2017 |
| Regional Partnerships | EOI: Monday 1 May 2017 | CLOSED EOI: Tuesday 13 June 2017 |
| | Final: Monday 28 August 2017 | CLOSED Monday 25 September 2017 |
| ABORIGINAL ARTS AND CULTURE PROJECTS | OPENING DATE | CLOSING DATE |
| Aboriginal Regional Arts Fund | Monday 15 January 2018 | Monday 26 February 2018 |
| Aboriginal Quick Response | Applications are received throughout the year for activities occurring between 1 July 2017 and 30 June 2018. | |

| PROFESSIONAL DEVELOPMENT | OPENING DATE | CLOSING DATE |
|--|--|--|
| Artist Support Quick Response | Applications are received throughout the year for activities occurring between 1 July 2017 and 30 June 2018. | |
| Visual Arts Fellowships Emerging – Mid-career/ Established | Monday 10 April 2017 | CLOSED Monday 5 June 2017 CLOSED Monday 11 June |
| | | |
| Fellowships Artform (excluding Visual Arts) and Priority | Monday 12 June 2017 | CLOSED Monday 7 August 2017 |
| Young Regional Artists Scholarships | Round 1: Monday 24 April 2017 | CLOSED Round 1: Monday 19 June 2017 |
| | Round 2: Monday 4 September 2017 | Round 2: Monday 30 October 2017 |

All Create NSW Arts & Cultural Development Program applications can be submitted until midnight (AEST/AEDT) on closing day. Applications submitted after the midnight deadline will not be accepted.

All applications must be received through the Create NSW online grants administration system, SmartyGrants, which can be accessed through the Apply Now button on our website – www.create.nsw.gov.au

Please note that technical support from Create NSW or SmartyGrants will not be available after 5 pm on the closing day. We recommend that you check your application and support material prior to 5 pm so that you can access technical support if required before submitting.

Information about Multiyear Program funding will be available later in 2017.

MESSAGE FROM THE MINISTER

The NSW Government is proud to provide continuing support for the arts and culture sectors in NSW.

The Arts and Cultural Development Program supports programs, projects and professional development opportunities that enrich the lives of NSW residents and make our state a better place to live and work. It is an important element of the NSW Government's bold vision for arts and culture across the state as reflected in *Create in NSW*, the Government's 10-year policy framework.

The NSW Government is committed to increasing access to high quality and diverse arts and cultural experiences to a growing number of audiences and participants. We are on track to increase cultural attendance by 15 per cent by 2019, and we will continue to work with industry to find the broadest possible audience and to bring more art and culture into people's daily lives.

This year, as we work towards better empowering and supporting the arts, cultural and screen sectors in NSW, we have established a new integrated arts and cultural agency — Create NSW. The new agency will provide a strong platform to foster a connected and inclusive cultural environment.

I invite and encourage NSW artists, arts and cultural workers and organisations to apply for assistance through the Arts and Cultural Development Program and contribute to our thriving, diverse and world-class cultural sector.

Don Harwin MLC

Minister for the Arts



Very Specific Feelings #2, 2016,
Salote Tawale, Installation in the 2017
Visual Artist Fellowship Exhibition, Artbank.
Photo: Document Photography

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IMPORTANT DATES

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Part One General Information

*Hung Ten, 2016,
Blak Douglas (aka Adam Hill) and Adam Geczy as part
of The Most Gaoled Race on Earth, The Lock Up.
Photo: Jessie Jane Photography*

INTRODUCTION

These guidelines provide information about the funding and assistance offered by Create NSW through the Arts and Cultural Development Program (ACDP), plus some other related opportunities offered through the NSW Government.

The ACDP provides funding opportunities for NSW-based arts and cultural organisations, professional artists and arts/cultural workers across a wide range of artforms and disciplines.

Create NSW aims to increase statewide participation and attendance in arts and culture, particularly in the priority areas of Western Sydney and regional NSW.

Whether you are a first-time applicant or have previous experience applying for funding with Create NSW, you will find important information to assist you with your application in these guidelines.

POLICY DIRECTIONS, OBJECTIVES & PRIORITY AREAS

NSW STATE PRIORITIES: MAKING IT HAPPEN

Participation in the arts promotes personal and collective wellbeing, as well as contributing to an innovative and robust local economy. Increasing attendance at our cultural venues and events will have flow-on benefits for job creation, the visitor economy and education.

In 2015, the NSW Government released *Making It Happen*, a new state plan detailing 30 priority reforms to grow the economy, deliver infrastructure and improve health, education and other services across NSW. Increasing cultural participation is one of these priorities, and the government has set a target to increase attendance at cultural venues and events in NSW 15 per cent by 2019.

NSW ARTS AND CULTURAL POLICY FRAMEWORK: CREATE IN NSW

Create in NSW is a ten-year policy framework for the arts, cultural and screen sectors. This framework will guide arts funding, future investment and the development of strategic initiatives to achieve the government's vision for the arts, including increased cultural participation.

The ACDP is a key mechanism for Create NSW in achieving these targets.

Further information on *Create in NSW* is available on the Create NSW website – www.create.nsw.gov.au

ARTS AND CULTURAL DEVELOPMENT PROGRAM (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.

- **Statewide engagement with diverse audiences and communities (Reach)**

We want everyone in NSW to enjoy 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 PRIORITY AREAS

Growing the quality and quantity of activities in Priority Areas is a key focus of the ACDP.

Programs and projects that support high-quality activity, engagement and participation with these Priority Areas 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 2015-2018**)
- people from culturally and linguistically diverse (CaLD) backgrounds
- people with disability
- young people.

Further information on addressing Priority Areas can be found in the **Frequently Asked Questions (FAQs)** and **KPI & Data Instructions** section on the Create NSW website – www.create.nsw.gov.au

DELIVERING ON OUR PRIORITY AREAS AND TARGETED SUPPORT

Create NSW will deliver on our defined and developing priorities and new opportunities through specific strategies and targeted support.

Support may be provided through a range of approaches, including open competitive grants, requests for proposals, non-financial support (such as workshops, forums and skills development), direct negotiation and development of intra- and inter-government partnerships.

As new initiatives and other opportunities are developed throughout the year, information will be published on the Create NSW website.

Aboriginal arts and culture

Stage Two of the **NSW Aboriginal Arts and Cultural Strategy 2015-2018 – Connection, Culture, Pathways** is underpinned by three strategic directions: Market Development, Careers and Government and Industry Partnerships. These are implemented through specific delivery mechanisms for each year of the Strategy.

The Strategy also acknowledges 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.

In addition to support for Aboriginal arts and culture provided through open competitive rounds – Aboriginal Arts Fellowship, Aboriginal Quick Response and Aboriginal Regional Arts Fund – strategic support is provided through negotiated funding and invited competitive requests for proposals.

Details of strategic support can be found on the Create NSW website.

Western Sydney

The *Create in NSW* policy framework identifies Western Sydney as a key region for support and development.

Programs and projects that support people living and/or working in Western Sydney are a priority under the ACDP, and strategic initiatives that have been developed and supported by Create NSW include the Western Sydney Live and Local Initiative. For more information see the Live Music Office website – livemusicoffice.com.au

Create NSW continues to convene the Western Sydney arts and cultural roundtable, with leading practitioners, to enable effective policymaking.

Further information on future targeted support will be released later in the year.

Arts and disability

Programs and projects that support the inclusion of people with disability in arts and culture are a priority under the ACDP.

You can find details of the projects that Create NSW has delivered in partnership with other NSW Government agencies on the Create NSW website.

Diversity

NSW is home to Australia's most culturally diverse population and it is important that arts and cultural programs and projects showcase and reflect the diversity of our State.

Supporting culturally and linguistically diverse voices, artists, leaders, organisations and audiences is a priority under the ACDP. The NSW Government has also shifted investment towards Western Sydney and regional NSW to better reflect the geographic diversity of NSW arts and arts practice.

In addition to the targeted Priority Areas, Create NSW is committed to improving gender diversity across the arts and cultural sector, and seek to support applications that demonstrate gender parity.

Further information

Ph: (02) 8289 6533

Free call: 1800 358 594 (NSW only)

Email: arts.funding@create.nsw.gov.au

BEFORE YOU START

Funding through the ACDP is competitive and putting together a strong application takes time and energy.

Before beginning your application, please read these guidelines for information on:

- application closing dates
- the most suitable funding category to apply to
- eligibility requirements
- support material requirements
- assessment criteria.

All Create NSW ACDP applications can be submitted up to midnight (AEST/AEDT) on the closing day.

All applications must be received through the Create NSW online grants administration system, SmartyGrants, through the Apply Now button on the Create NSW website – www.create.nsw.gov.au

Our online system will not recognise or accept applications that are submitted after the midnight deadline.

Please note that technical support from Create NSW or SmartyGrants will not be available after 5 pm on the closing day. We recommend that you check your application and support material ahead of 5 pm so that you can access technical support if required before submitting.

NEED ADVICE?

Create NSW Staff are available between 9 am and 5 pm (AEST/AEDT) Monday to Friday to provide advice on interpreting the guidelines and the type of activities that are relevant to each funding category.

General Enquiries

Ph: (02) 8289 6533

Free call: 1800 358 594 (NSW only)

Email: arts.funding@create.nsw.gov.au

Regional applicants should also contact their local Regional Arts Development Organisations (RADOs) (www.regionalartsnsw.com.au/networks) for assistance with applications.

See Part Five for a **Glossary** of terms used throughout these guidelines. See the Create NSW website for **FAQs** and **KPI & Data Instructions**.



Part Two Funding Categories

*Don't worry, 2016 and Be Happy, 2016,
Abdul Abdullah. Installation view as part of Jogja Calling,
4A Centre for Contemporary Asian Art.
Courtesy of the artist and Fehily Contemporary.
Made with the assistance of DGTMB Art Embroidery.
Photo: Document Photography*

PROGRAM FUNDING

Program funding is available for NSW-based organisations towards the costs of delivering arts and cultural programs on an annual or multiyear basis.

There are two Program funding categories:

- **Annual**
- **Service Organisations.**

Information for Multiyear Program funding will be available later in 2017.

Create NSW also supports the NSW State Significant Organisations, Key Festivals and Regional Arts Development Organisations through negotiated program funding, and Major Performing Arts companies in partnership with the Australian Government.

ANNUAL

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

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

Who can apply?

Organisations with a minimum annual income of \$50,000¹ that:

- received 2017 Annual Program funding from Arts NSW **OR**
- have a history of three Arts NSW grants – not including NSW Small Grants (Devolved) – in three of the last five years at the time of application.

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 detailed in Part Three.

¹ Including Create NSW funding

CLOSED

Monday, 3 July 2017

Funding range

Minimum: \$10,000

Maximum: \$150,000

Refer also to the funding restrictions in Part Three.

Term

1 January to 31 December 2018

Special eligibility

Annual Program funding is not available for:

- organisations currently in receipt of Arts NSW Multiyear Program funding (including negotiated program funding), with the exception of local government authorities with multiple business units
- for-profit organisations
- tertiary educational institutions.

Organisations applying for Program funding must deliver activities and demonstrate genuine engagement with at least one ACDP Priority Area to be eligible. The Priority Areas are:

- 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 2015-18](#))
- people from culturally and linguistically diverse (CaLD) backgrounds
- people with disability
- young people.

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

Create NSW strongly recommends that all organisations demonstrate an understanding of, and/or engagement strategy with, their relevant Aboriginal community or communities.

Further information on addressing Priority Areas can be found in the **FAQs** and **KPI & Data Instructions** on the Create NSW website – www.create.nsw.gov.au

Required support material

- 2018 program of activities/services – provided as a table (see application form).
- Confirmation letters or letters of support related to your program (provided as one document), such as from partners, venues, key sector contacts or other funding agencies.

- For proposals involving Aboriginal people, letters of support and confirmation of involvement from the relevant communities and/or organisations.
- Financial statements
 - If required by law to audit, your most recent audited financial statement
 - If not required by law to audit, provide a profit and loss statement and balance sheet as at end of 2015/16 financial year, signed by the head of the organisation.

See Part Three for more information on required and optional support material.

Assessment criteria

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).

There will also be a second-stage consideration of recommendations with regard to available budget, ACDP priorities and the ecology of the sector.

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

To apply, complete and submit the **Annual Program application form** available through the [Create NSW website](#).

SERVICE ORGANISATIONS

Funding is available to organisations whose primary purpose is providing services to members of the arts and cultural sector in NSW.

Organisations predominantly developing, producing and presenting arts and cultural activities in NSW should apply through the Annual Program category.

Applications are open in 2017 for Service Organisations seeking annual funding. Information regarding Multiyear Program funding will be available later in 2017.

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 programs and activities relevant to the NSW arts and cultural sector.
- Stimulation of arts and cultural development across NSW, including through the delivery of small grants programs.
- Research, data collection and analysis of emerging trends and issues in the arts and cultural sector.
- Provision of timely and relevant advice and information to government and the sector.

Who can apply?

Organisations dedicated to providing expertise, key services and critical functions to members of the arts and cultural sector in NSW.

Applicants must demonstrate a central need within, and support from, the NSW arts and cultural sector for the services being provided.

Service Organisations must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

CLOSED

Monday, 3 July 2017

Funding range

There are no minimum or maximum funding limits for this category; however, applicants should review the funding recipients list on the Create NSW website for an indication of the level of funding provided to successful applicants in previous rounds (see www.create.nsw.gov.au). Refer also to the funding restrictions in Part Three.

Term

1 January to 31 December 2018

Special eligibility

Service Organisation funding is not available for:

- Major Performing Arts companies, Key Festivals, State Significant Organisations, Regional Arts Development Organisations and organisations applying for Annual Program funding
- for-profit organisations
- tertiary educational institutions.

Organisations applying for Program funding must deliver activities which demonstrate genuine engagement with at least one ACDP Priority Area to be eligible. The Priority Areas are:

- 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 2015-2018](#))
- people from culturally and linguistically diverse (CaLD) backgrounds
- people with disability
- young people.

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

Create NSW strongly recommends that all organisations demonstrate an understanding of, and/or engagement strategy with, their relevant Aboriginal community or communities.

Further information on addressing Priority Areas can be found in **FAQs** and **KPI & Data Instructions** on the Create NSW website – www.create.nsw.gov.au

Requirements

If successful, you will be required to:

- negotiate Key Performance Indicators (KPIs) with Create NSW
- attend meetings, biannually or as required, with Create NSW to report on your progress against agreed KPIs and outcomes.

Required support material

- 2018 program of activities/services – provided as a table (see application form).
- Confirmation letters or letters of support (provided as one document) related to your program, such as from partners, venues, key sector contacts or other funding agencies.
- Letters or evidence of support from sector representatives, members and/or constituents.
- For proposals involving Aboriginal people, letters of support and confirmation of involvement from the relevant communities and/or organisations.
- Financial statements
 - If required by law to audit, your most recent audited financial statement
 - If not required by law to audit, a profit and loss statement and balance sheet as at end of 2015/16 financial year, signed by the head of the organisation.

See Part Three for more information on required and optional support material.

Assessment criteria

Applications will be assessed by a peer panel 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 relevant area.

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

There will also be a second-stage consideration of recommendations with regard to available budget, ACDP priorities and the ecology of the sector.

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

To apply, complete and submit the **Service Organisation Annual Program application form** available through the [Create 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.

The Project funding categories are:

- **Arts & Cultural Projects**
- **Regional Arts Touring**
- **Creative Capital Fund**
- **Regional Partnerships.**

In addition to general eligibility requirements (See Part Three), some Project categories have special eligibility requirements. Carefully read the guidelines for each funding category before completing your application.

A number of NSW Small Grants (Devolved) funding categories are also available. See Part Four for information on other funding opportunities.

For regional capital funding opportunities, please see www.create.nsw.gov.au for more information on the Regional Cultural Fund from July 2017.

ARTS & CULTURAL PROJECTS

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

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
- Partnerships and groups
- Organisations.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Examples

Projects may include:

- the creative development and/or public presentation of work(s)
- commissioning professional artists – for example, a writer, composer, choreographer or visual artist – to develop a work for an event
- partnerships (including those with the non-arts sector) to develop arts and culture in a specific region, Priority Area or artform/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

- arts and cultural activities aimed at engaging young people, particularly students attending geographically and/or socio-economically disadvantaged schools
- extending an artist's or organisation's practice, audiences or markets
- developing and deepening audience engagement with arts and culture.

Closing dates

Round 1: **CLOSED** Tuesday 13 June 2017

Round 2: Monday 11 December 2017

Funding range

Up to \$60,000 for projects delivered within 12 months.

Up to \$75,000 for projects delivered over more than 12 months.

Refer also to the funding restrictions in Part Three.

Term

Round 1: For projects starting after 1 October 2017

Round 2: For projects starting after 1 May 2018

Projects must be completed within a two-year period.

Special eligibility

- While an organisation can apply for both Program and Arts & Cultural Projects funding, it cannot receive both grants in the same year. If recommended by the assessment panel in both categories, Create NSW will prioritise the Program funding application over the Project application.
- All projects must involve professional artists and arts/cultural workers based in NSW.
- Regional Arts Touring applications are not eligible through this category (see Regional Arts Touring), although projects can be located in multiple locations.

Required support material

- Confirmation letters or letters of support related to your program (provided as one document), such as from partners, venues, key sector contacts or other funding agencies.
- For proposals involving Aboriginal people, letters of support and confirmation of involvement from the relevant communities and/or organisations.

See Part Three for more information on required and optional support material.

Assessment criteria

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 the assessment criteria and process.

To apply, complete and submit the **Arts & Cultural Projects application form** available through the **Create NSW website**.

CREATIVE CAPITAL FUND

(Blue Mountains, Newcastle, Sydney, Western Sydney and Wollongong)

Funds are available for the improvement of arts and cultural infrastructure and the purchase of equipment used for arts and cultural purposes in Blue Mountains, Newcastle, Sydney, Western Sydney and Wollongong.

Objectives

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

Who can apply?

Organisations based in the Newcastle LGA, Wollongong LGA, Western Sydney and Metropolitan Sydney (for a definition of Western Sydney area, please see page 94 in Part Five; please note that this includes the Blue Mountains).

Applicants must meet the special eligibility requirements below and the general eligibility requirements detailed in Part Three.

Closing dates

Friday 10 November 2017

Funding range

Matched funding of up to \$60,000.

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

Term

For purchases and projects starting after 1 March 2018.

Purpose of funds

Funding may be used for:

- Construction, alteration, renovation, completion or fitting out of buildings or facilities for arts and cultural use.
- Digitisation of collections if for public access and/or archiving purposes.
- Repair and conservation of collections.
- Purchase of equipment that improves the usability of arts and cultural facilities, such as:
 - auditorium seating
 - storage units and equipment
 - theatre and exhibition lighting and sound systems
 - air conditioning
 - stage machinery
 - electrical systems.

Funding restrictions

Creative Capital is not available for:

- the purchase of furniture and equipment for administrative purposes (such as computers and printers)
- software, websites or apps, unless these will form part of a digitisation of collections.

Refer also to the funding restrictions in Part Three.

Special eligibility

- At least 50 per cent of the income for the project or purchase, including in-kind, must be provided from sources other than Create NSW funding. Create NSW will contribute up to 50 per cent of a project or purchase total cost, to a maximum of \$60,000.
- If your budget includes in-kind contributions, you must provide details of each contribution in your application and its financial value.

Required support material

- Confirmation letters or letters of support (provided as one document) from owners (if not the applicant), partners, contractors or other funding agencies.

- For proposals involving Aboriginal communities and heritage, letters of support and confirmation of involvement from the relevant communities and/or organisations.
- For activities involving the development or renovation of infrastructure, you must provide:
 - evidence of ownership or long-term access and a commitment to use the facility as an arts and cultural venue
 - a certified costs estimate or quotes
 - formal confirmation of other funding contributions
 - detailed plans drafted by an architect or qualified draftsman.

See Part Three for more information on required and optional support material.

Assessment criteria

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

- Artistic and Cultural Merit (Quality):
 - impact of project or purchase 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 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 budget details
 - value for money – realistic for scale and impact of project or purchase

- appropriate use of public funds requested
- income (cash and in-kind) from sources other than Create NSW
- appropriate provision for contingencies
- provision for insurance and other liabilities.

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

To apply, complete and submit the [Creative Capital application form](#) available through the [Create NSW website](#).

REGIONAL PROJECTS

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

- Regional Arts Touring
- Regional Partnerships.

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

Regional applicants are encouraged to contact Create NSW staff to discuss their applications. Regional applicants should also contact their local Regional Arts Development Organisation (www.regionalarts.com.au) for assistance with applications.

A number of NSW Small Grants (Devolved funding) categories are also available. See Part Four for information on other funding opportunities.

REGIONAL ARTS TOURING

Regional Arts Touring funding supports projects that provide access to arts and culture for audiences living in regional NSW.

Funding is available for tours of all artforms, including performing arts, music, visual arts, literature, history, museums and multi-arts.

Applicants should demonstrate strong audience development/engagement strategies.

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 arts and culture.
- Build the viability of NSW arts and cultural organisations by developing new markets and audiences.

Who can apply?

- Individual artists and arts/cultural workers
- Partnerships and groups
- Organisations.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Examples

Projects may include:

- a Sydney-based dance company touring to three regional NSW destinations and delivering workshops with young people
- a regional NSW theatre organisation touring a performance to Western Sydney and regional NSW locations
- an artist/curator from Western Sydney touring an exhibition to multiple regional NSW galleries
- a band touring regional NSW to support an album release.

Closing dates

Round 1: **CLOSED** Tuesday 13 June 2017
Round 2: Monday 16 October 2017

Funding range

There are no minimum or maximum funding limits for this category.

Term

Round 1: Tours starting after 1 October 2017
Round 2: Tours starting after 1 March 2018

Funding restrictions

Organisations based in regional NSW are eligible to apply for funding for:

- net touring costs

- community engagement or audience development costs
- inclusion of remount/pre-production costs up to \$10,000 per tour.

Sydney and Western Sydney-based organisations can apply for these costs for regional NSW locations only.

Regional Arts Touring funding does not support:

- in-house salaries or fees
- interstate and international touring
- touring to primary and secondary schools
- Sydney and Western Sydney destinations within a tour, unless the applicant is a regional arts organisation.

Refer also to the funding restrictions in Part Three.

Special eligibility

- Tours must include at least two NSW destinations.
- Applicants based in Sydney or Western Sydney are eligible to apply for tours that include at least two regional destinations.
- Regional NSW applicants are eligible to apply for tours that include Western Sydney and Sydney destinations.

Required support material

- A full tour itinerary, including:
 - all national tour dates, if applicable
 - all proposed venues, indicating whether they are confirmed (Yes/No).
- Confirmation letters or letters of support related to your program (provided as one document), such as those from partners, venues, key sector contacts or other funding agencies.
- For proposals involving Aboriginal people, letters of support and confirmation of involvement from the relevant communities and/or organisations.

See Part Three for more information on required and optional support material.

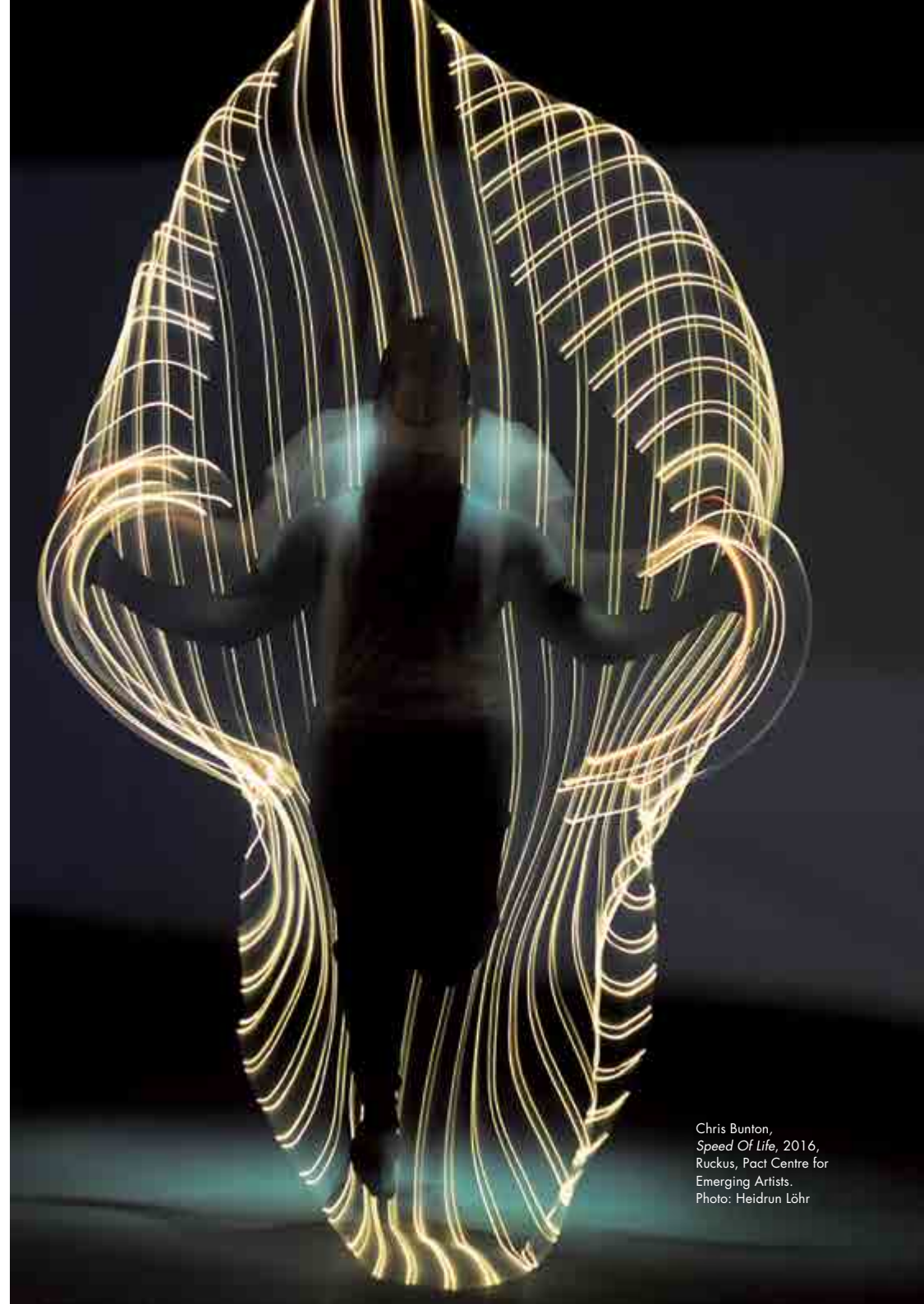
Assessment criteria

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 the assessment criteria and process.

To apply, complete and submit the **Regional Arts Touring application form** available through the [Create NSW website](#).



Chris Bunton,
Speed Of Life, 2016,
Ruckus, Pact Centre for
Emerging Artists.
Photo: Heidrun Löhr

REGIONAL PARTNERSHIPS

Regional Partnerships funding supports significant and long-term partnerships in regional NSW that will stimulate strong and diverse regional arts and cultural activity, and leave a legacy.

This funding supports strategic partnerships across and beyond the arts and cultural sectors, including those with local government authorities or other public, private or community organisations.

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 of 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?

- Organisations based in regional NSW.
- Partnerships and groups based in regional NSW.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Recipients of previous Regional Partnerships funding are eligible to apply for support to take a funded project into its next phase.

Examples

Collaborative partnerships could include:

- a regional museum working in partnership with volunteer museums in the surrounding regions to develop skills or a collaborative exhibition or program
- a Sydney-based theatre organisation working in partnership with a Regional Arts Development Organisation and the local community to develop and deliver arts or performance outcomes or activities

- 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.

Closing date EOI: CLOSED Tuesday 13 June 2017
Final applications: CLOSED 25 September 2017

Funding range

Up to \$150,000 over two years.

Funding is available for new projects and/or the significant development of a current project.

Term

Projects must commence after 1 January 2018 and be completed by 31 December 2019.

Funding restrictions

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 or projects involving the purchase of significant assets
- partnerships between business units or facilities within the same local government authority.

Refer also to the funding restrictions in Part Three.

Special eligibility

- Partnerships between regional arts and cultural organisations and Sydney-based organisations are eligible if the benefit and funding goes directly to the region. The application must be made by the regional partner.
- All 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).

Required support material

- Project plan (see application form)
- Expression of interests from key partners (provided as one document)
- For proposals involving Aboriginal people, letters of support and expression of interests of involvement from the relevant communities and/or organisations.

See Part Three for more information on required and optional support material.

Assessment

There is a two-stage application process for Regional Partnerships funding:

Stage 1: Expression of Interest (EOI)

The EOI will:

- outline the strategic intent of the partnership and details of the proposed project, including the anticipated aims, progression, outcomes and sustainability of the partnership and project
- 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.

The EOIs will be shortlisted based on assessment by Create NSW staff against ACDP assessment criteria and priorities, objectives of the category, and strategic objectives of Create NSW and the NSW Government.

Shortlisted applicants will be given feedback and receive support from Create NSW to develop a final application.

Stage 2: Final application

Final applications will be assessed by a peer panel against the following criteria:

- Artistic & Cultural Merit (Quality):
 - quality of 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 artistic or cultural activity
 - involvement of NSW regional artists and arts/cultural workers
 - capacity of 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 process
 - a good understanding of the needs and expectations of the targeted community
 - potential for engagement with new audiences
 - opportunities provided 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 the assessment criteria and process.

To apply, complete and submit the **Regional Partnerships Expression of Interest application form** available through the **Create NSW website**.



*Yellamundie National First Peoples Playwriting Festival, 2016,
Jorjia Gillis and Lily Shearer, Moogahlin Performing Arts in association
with Sydney Festival, Co-presented with Carriageworks. Photo: Amanda James*

ABORIGINAL ARTS AND CULTURE PROJECTS

As part of Stage Two of the **NSW Aboriginal Arts and Cultural Strategy 2015-2018 – Connection, Culture, Pathways**, the following funding opportunities are available to support and further develop NSW Aboriginal arts and culture:

- **Aboriginal Regional Arts Fund**
- **Aboriginal Quick Response.**

Further funding is also provided through:

- the Aboriginal Arts Fellowship
- strategic support through negotiated funding and invited competitive tender (requests for proposals).

For the purpose of these funding categories, an Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent, who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which they live or have lived.

Applicants should consider the **Aboriginal Arts and Culture Protocols** (available on the Create NSW website – www.create.nsw.gov.au) for information on consulting with Aboriginal organisations and communities.

Applicants are also encouraged to contact Create NSW to discuss their applications. Regional applicants should also contact their local Regional Arts Development Organisation (www.regionalartsnsw.com.au/network) for assistance with applications.

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

ABORIGINAL REGIONAL ARTS FUND (ARAF)

Funding supports arts projects that celebrate and promote Aboriginal cultural identities in regional NSW and, by doing so, make the rich and diverse Aboriginal cultures of regional NSW more visible and accessible.

Objectives

- Enable Aboriginal communities in regional NSW to explore and express their cultural identities.
- Engage and promote regional Aboriginal artists, arts and culture in NSW.
- Build local and regional community resilience and engagement of Aboriginal arts and culture.
- Build the capacity and sustainability of Aboriginal arts and cultural organisations in regional NSW.
- Increase professional and skills development opportunities for Aboriginal artists living in regional NSW.

Who can apply?

- Individual artists and arts/cultural workers based in regional NSW.
- Organisations, partnerships and groups based in regional NSW.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Examples

Types of activities eligible for funding could include:

- workshops
- arts activities as part of festivals or events
- artist-in-residence programs
- public art and design projects
- performances
- exhibitions
- other local arts initiatives
- professional development.

Closing date
Monday 26 February 2018

Funding range

Up to \$5,000 for individual professional Aboriginal artists.

Up to \$20,000 for partnerships, groups and organisations.

Refer also to the funding restrictions in Part Three.

Term

Projects must start after 1 July 2018 and be completed by 31 December 2019.

Special eligibility

The project must include Aboriginal practitioners and/or arts workers in key creative roles, and incorporate Aboriginal cultures as the focus of the project.

Required support material

- Confirmation letters or letters of support related to your project (provided as one document), such as from partners, venues, key sector contacts or other funding agencies.
- Letters of support and confirmation of involvement from the relevant Aboriginal communities and/or organisations.

See Part Three for more information on required and optional support material.

Assessment criteria

Applications will be assessed by an Aboriginal Advisory Peer Panel against the following criteria:

- Artistic & Cultural Merit (Quality) – see General Assessment Criteria.
- Engagement and Participation (Reach) – benefits to Aboriginal artists and contribution to the NSW Aboriginal arts and cultural sector in regional NSW. Activities must:
 - meet the objectives of the ARAF guidelines
 - engage with professional Aboriginal artists and promote Aboriginal regional arts and culture in NSW

- enable Aboriginal communities in regional NSW to explore and express their cultural identities
 - build the capacity and sustainability of Aboriginal arts and cultural organisations in regional NSW
 - benefit the artistic and professional development of Aboriginal artists and/or arts and cultural organisations in regional NSW
 - contribute to diversity, excellence and innovation in the arts in regional NSW
 - be supported by relevant regional Aboriginal communities and individuals, and have evidence to show as such.
- Viability (Health) – see General Assessment Criteria
 - Budget (Health) – see General Assessment Criteria.

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

To apply, complete and submit the **Aboriginal Regional Arts Fund application form** available through the [Create NSW website](#).

ABORIGINAL QUICK RESPONSE

Funding supports professional and market development opportunities for NSW Aboriginal artists and arts workers.

Objectives

- Assist market and professional development opportunities.
- Support activities consistent with the objectives of the **NSW Aboriginal Arts and Cultural Strategy 2015-2018 – Connection, Culture, Pathways**:
 - Connection – Broaden and deepen the engagement of Aboriginal artists and arts and cultural organisations with the people of NSW and the world.
 - Culture – Ensure that employment of Aboriginal people in the arts is based on individual connection to Country, mob, language, cultural identity and multi-artform practice.
 - Pathways – Create partnerships across all tiers of government and the creative industries to build Aboriginal creative leadership.

Who can apply?

- Individual artists, practioners and arts/cultural workers
- Organisations, partnerships and groups.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Closing date

Applications are received throughout the year for activities occurring between 1 July 2017 and 30 June 2018. Activities must be due to start at least four weeks after application submission.

Funding range

Up to \$5,000 for travel and related expenses.

Refer also to the funding restrictions in Part Three.

Timeframe

Please allow up to four weeks for your Aboriginal Quick Response application to be assessed and processed before receiving a formal response from Create NSW.

Special eligibility

To be eligible to apply for Aboriginal Quick Response (AQR) you must identify as an Aboriginal or Torres Strait Islander person and be:

- an individual professional artist, arts/cultural worker, artists working in a practice partnership OR
- a NSW organisation working with the Aboriginal arts and cultural sector.

Required support material

- A short biography and a comprehensive CV (up to three pages) detailing your training, professional and arts/cultural experience.
- Samples of your work.

See Part Three for more information on required and optional support material.

Application process and assessment

Stage 1: You should contact Create NSW to discuss whether your proposal meets the aims and objectives of the Aboriginal Arts and Cultural Strategy. Create NSW staff are available between 9 am and 5 pm (AEST/AEDT) Monday to Friday.

Contact Paula Maling on (02) 8289 6427
or (02) 8289 6533, Freecall: 1800 358 594 (NSW only).

Email: arts.funding@create.nsw.gov.au

Stage 2: If the proposal is suitable, applicants will submit an application for assessment against the assessment criteria and the objectives of the *Aboriginal Arts and Cultural Strategy*. Applications will be assessed by Create NSW staff and Aboriginal peer assessors.

Assessment criteria

Applications will be assessed by Create NSW staff and peer members against the following criteria:

- Artistic and Cultural Merit (Quality):
 - quality of your artistic and cultural achievements, appropriate to the stage of your practice/career
 - significance and relevance 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
 - whether the budget is realistic, accurate and represents value for money
 - income (cash or in-kind) from sources other than Create NSW.

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

To apply, contact Create NSW to discuss your proposal before completing and submitting the **Aboriginal Quick Response application form** available through the [Create NSW website](#).



Melody Lines, 2016,
Ross Manning, Performance Space Liveworks
Festival of Experimental Art, Carriageworks.
Photo: Zan Wimberley

PROFESSIONAL DEVELOPMENT

The Professional Development funding categories support artists, practitioners and arts/cultural workers to engage in opportunities to grow their skills and practice, connect with peers, build sustainable careers and take part in innovative collaborations.

The Professional Development funding categories are:

- **Artist Support Quick Response**
- **Fellowships**
- **Scholarships.**

In addition to the general eligibility requirements outlined in Part Three, the Professional Development categories have special eligibility requirements. Read each funding category description carefully before completing your application.

ARTIST SUPPORT QUICK RESPONSE

Artist Support Quick Response funding provides professional development opportunities for NSW-based professional artists and arts/cultural workers to support skills development, take up outstanding opportunities of significance for their practice and/or develop markets.

Objectives

- Enable professional artists and arts/cultural workers to take up an outstanding opportunity that has significance for the development or promotion of their arts/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, practitioners and arts/cultural workers
- Partnerships and groups.

Film practitioners should see www.screen.nsw.gov.au for funding opportunities.

Priority will be given to applicants who have not received Artist Support funding in the last 12 months.

Applicants must meet the general eligibility requirements detailed in Part Three.

Examples

Activities may include:

- mentorships and residencies
- research for a creative/cultural project that develops new skills and engages with new ways of working
- an outstanding arts and cultural opportunity, such as:
 - 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 recognised symposium or conference.

While your project may include some artistic outcomes, this funding is focused on skills, professional and market development. Funding for projects that are solely focussed on the creation, development and presentation of work should be submitted to the Arts & Cultural Projects or another appropriate ACDP category.

Closing date

Applications are received throughout the year for activities occurring between 1 July 2017 and 30 June 2018. Activities must be due to start at least four weeks after application submission.

Funding range

Up to \$5,000.

Timeframe

Please allow up to four weeks for the Artist Support Quick Response application to be assessed and processed before receiving a formal response from Create NSW.

Funding restrictions

Funding is not available 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
- covering the total production costs of new work (such as an exhibition)
- applicants who have already received Arts NSW/Create NSW funding for the same activities
- offsetting the costs of items and materials already purchased.

Refer also to the funding restrictions in Part Three.

Required support material

All participants must provide:

- a short biography and a comprehensive CV (up to three pages) detailing your training, professional and arts/cultural experience.
- samples of your work.

See Part Three for more information on required and optional support material.

Assessment

Applications will be assessed by Create NSW staff and peer members against the following criteria:

- Artistic and Cultural Merit (Quality):
 - quality of your artistic and cultural achievements, appropriate to the stage of your practice/career
 - significance and relevance 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
 - whether the budget is realistic, accurate and represents value for money
 - income (cash or in-kind) from sources other than Create NSW.

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

To apply, complete and submit the **Artist Support Quick Response application form** available through the **Create NSW website**.

FELLOWSHIPS

Fellowships are offered by the State Government to enable NSW artists, practitioners or arts/cultural workers to undertake a self-directed program of professional development to build on their experience and take up significant activities and opportunities to support both personal development and career advancement.

A program of professional development should enable development of skills, knowledge, networks and/or new work, whether through facilitated formal or informal learning opportunities.

The ACDP supports a range of Fellowships for emerging, mid-career and established artists, and arts/cultural workers across a range of artforms and Priority Areas. Applicants from all art forms, including dance, design, digital arts, history, Aboriginal arts and culture, literature, music, theatre, moving image, filmmaking (Priority fellowships), community arts, collections and cultural heritage, curatorial and the visual arts are invited to apply.

Who can apply?

Professional NSW artists, practitioners, creative partnerships/groups or arts and cultural workers

All Fellowships are open to all arts and cultural practitioners at any stage of their career, unless otherwise specified.

Applicants must meet the special eligibility requirements in this section and the general eligibility requirements detailed in Part Three.

Examples

Activities could include a combination of:

- mentorships or internships with recognised professional practitioners or organisations
- residencies at, or collaborations with, institutions or organisations
- an outstanding opportunity of significance to the applicant's practice
- short-term courses, workshops or other training at recognised institutions or organisations
- international and/or national travel for research and development
- skills development and experimentation
- development of new work.

As part of your program of professional development, you may wish to consider collaborating with NSW, national or international organisations for activities such as a residency, access to collections or venues or showcasing work. You can contact the organisation directly or Create NSW may be able to assist by brokering an introduction.

In addition to these options, many Create NSW Fellowships are offered in partnership with NSW arts and cultural organisations and include additional opportunities and requirements, which are outlined below.

Closing date

Visual Arts Fellowships – Emerging: **CLOSED** Monday 5 June 2017
Mid-Career/Established: **CLOSED** Sunday 11 June 2017

Other Artform and Priority Fellowships: **CLOSED** Monday 7 August 2017

Funding range

Priority Fellowships are each valued at \$50,000.

| FELLOWSHIP | NUMBER OFFERED |
|---------------------------------------|----------------|
| NSW Regional Arts Fellowship | 3 |
| Western Sydney Arts Fellowship | 1 |
| NSW Aboriginal Arts Fellowship | 1 |
| NSW Artist with Disability Fellowship | 1 |

Artform Fellowships are each valued at \$30,000.

| FELLOWSHIP | NUMBER OFFERED |
|---|----------------|
| NSW History Fellowship | 1 |
| NSW Performing Arts – Emerging (Music, Dance, Theatre & Performance) | 1 |
| NSW Performing Arts – Mid-career/Established (Music, Dance, Theatre & Performance) | 1 |
| Peter Sculthorpe Music Fellowship – Emerging Composer <i>Offered in partnership with the Sydney Conservatorium of Music, University of Sydney, and representatives of the Peter Sculthorpe Trust</i> | 1 |
| NSW Visual Arts Fellowship – Emerging <i>Offered in partnership with Artspace Visual Arts Centre</i> | 1 |
| NSW Visual Arts Fellowship – Mid-career/ Established <i>Offered in partnership with Artbank, Murray Art Museum Albury (MAMA) and Tweed Regional Gallery & Margaret Olley Art Centre (TRGMOAC)</i> | 1 |
| NSW Writer's Fellowship <i>Offered in partnership with Varuna, The Writers' House</i> | 1 |

Fellowships may include additional opportunities and partnerships of value (cash or in-kind).

Term

Funding is available for activities starting after 1 January 2018.

Your activities must start within six months of receiving the Fellowship, and be completed within two years.

Funding restrictions

Funding is not available for:

- costs associated with a project or program that has already been substantially completed
- assisting with study for a tertiary education qualification
- covering the total production costs of new work, such as an exhibition or performance. (If including a new work, it must be demonstrated how this activity will contribute to your overall professional development.)
- applicants who have already received Art NSW/Create NSW funding for the same activities
- offsetting the costs of items and materials already purchased.

Conditions of funding

General conditions apply to all funding provided by Create NSW.

You will be advised of these conditions if you are a Fellowship recipient.

In addition to the general funding conditions, you will need to:

- work with Create NSW to finalise your program of professional development
- negotiate with Create NSW an outcome that is relevant to your program and promotes and shares your learnings.

Special eligibility

- For Fellowships targeting specific career stages, applicants will be asked to self-define as emerging, mid-career or established and to provide a brief justification of why they meet the definition:
 - Emerging artists and arts/cultural workers – professional, practicing artists who have a public presentation or publication record and are in the early stages of their career.
 - Mid-career and established artists and arts/cultural workers – professional, practicing artists in the mid-late stages of their career with a significant history of practice and public presentation, an extensive body of work and a degree of recognition.

- You may apply as a group or partnership, but you must ensure that:
 - all members of the group/partnership meet the eligibility criteria
 - all members of the group/partnership must have collaborated on all the works included as support material
 - nominate one member of your group/partnership to submit the application and be the lead contact person
 - CVs and details are provided for all members of the group/partnership.

Also, keep in mind that if your application is successful, all group/partnership members would need to participate in the program of professional development and share Fellowship funds.

- Applications will not be accepted from:
 - previous recipients of the Fellowship being applied for
 - previous recipients of other Arts NSW/Create NSW grants, fellowships or scholarships who have not fulfilled the conditions of their funding.

Some Fellowships have additional, category-specific requirements, see page 53 for more information.

Required support material

- A short biography and a comprehensive CV (up to three pages) detailing your training, professional and arts/cultural experience.
- Samples of your work.
- A letter of reference from an institution, organisation, colleague, peer or mentor or you have worked with or who knows your practice.
- Applications involving Aboriginal people must include letters of support and confirmation of involvement from the relevant communities and/or organisation.

A letter of reference should confirm:

- an applicant's status as a professional artist or arts/cultural worker (and, if relevant, stage of practice as emerging, mid-career or established)
- the quality of an applicant's work
- the relevance and potential benefit of the proposed program of professional development.

It should also include:

- how long the endorser has known the applicant, and in what capacity
- the qualities that make the applicant suitable for a reference, such as knowledge, skills, experience, accomplishments and abilities.

If the letter of reference is from an educational institution, such as a supervisor or lecturer at a university or training college, it must be clear that your program of professional development is independent from your studies.

See Part Three and **FAQs** for more information on support material.

Assessment criteria

Applications will be assessed by peer panels against the following criteria:

- Artistic and Cultural Merit (Quality):
 - artistic and/or cultural merit of your work and your professional achievements and experience (as evidenced by support material)
 - significance and benefit of the proposed program to your artistic or cultural practice and professional development.
- Viability and Budget (Health):
 - effective and achievable planning
 - whether the budget is realistic, accurate and represents value for money.

See Part Three for further information on the assessment process.

FELLOWSHIPS – CATEGORY-SPECIFIC INFORMATION

NSW History Fellowship

Special eligibility

To be eligible to apply, applicants must be a historian/practitioner working in the discipline of history. Applicants should demonstrate a degree of training, professional experience or manner of working with history that allows them to be assessed against the highest practiced standards in the discipline.

Peter Sculthorpe Music Fellowship – Emerging Composer

Offered in partnership with the Sydney Conservatorium of Music, University of Sydney and representatives of the Peter Sculthorpe Trust

This Fellowship will support an exceptional emerging composer who is dedicated to the propagation of Australian music. Priority will be given to a composer with an interest in Australian Aboriginal music as well as that of the Asia Pacific region. Their work may also reflect a special interest in the landscape and cultural history of Australia as well as the cultures of neighbouring countries. Applicants may wish to consider incorporation of a program of artistic exchange between such countries.

Additional Required support material

As part of work samples:

- Electronic documentation of three works /scores /performances / recordings.

Additional opportunities

The recipient will be hosted by the Sydney Conservatorium of Music with the opportunity to collaborate with its musicians, as well as Sydney and regional ensembles and artists. International cultural opportunities will also be considered.

For more information about the Sydney Conservatorium see music.sydney.edu.au

Public presentation

The Fellowship will have a public presentation outcome in the form of a concert or other format, featuring a new work presented by the recipient as well as an existing work by Peter Sculthorpe which may be facilitated by the Sydney Conservatorium of Music.

NSW Visual Arts Fellowship – Emerging

Offered in partnership with Artspace Visual Arts Centre

Assessment process

- An independent assessment panel will shortlist up to 12 applicants to be part of an exhibition at Artspace Visual Arts Centre in Sydney from 8 November to 9 December 2017.
- Shortlisted artists will be advised in July 2017.
- The Fellowship will be awarded to one of the shortlisted artists.
- The recipient will be selected by the assessment panel once the exhibition is installed at Artspace. (Artspace does not select the artists who are shown in the exhibition or the Fellowship recipient.)
- The Fellowship recipient will be announced at the opening event of the exhibition on 8 November 2017.

Additional opportunity

Shortlisted artists will develop their work for the exhibition over several months with professional curatorial support from Artspace. The participating artists will receive a fee and may also be asked to participate in talks or other public programs. For more information about Artspace see www.artspace.org.au

NSW Visual Arts Fellowship – Mid-career/Established

Offered in partnership with Artbank, Murray Art Museum Albury (MAMA) and Tweed Regional Gallery & Margaret Olley Art Centre (TRGMOAC)

Assessment process

- An independent assessment panel will select the Fellowship recipient and shortlist up to six applicants to be part of an exhibition at Artbank in Sydney from 26 October 2017 to 16 February 2018. Priority will be given to applicants who have not been shortlisted for this Fellowship in the last 12 months.
- Shortlisted artists will be advised in July 2017.
- The Fellowship will be awarded to one of the shortlisted artists.
- The Fellowship recipient will be announced at the opening event of the exhibition on 26 October 2017.

Additional opportunities

Shortlist exhibition – Shortlisted artists will receive a fee from Artbank for participating in the exhibition and may also be asked to participate in talks or other public programs.

Artbank acquisition/commission – To complement the \$30,000 cash component of the Fellowship, Artbank are providing up to \$20,000 for the acquisition of an existing work or the commission of a new work (including a production budget, if required). As part of this process the Fellowship recipient will have support from and consultation with Artbank staff. Artworks acquired through this partnership will form part of the Artbank collection and as such must meet Artbank's acquisition criteria. For more information about Artbank's acquisition criteria see www.artbank.gov.au

Artbank
Daniel Mudie Cunningham, Assistant Director and Head Curator
Daniel.Cunningham@artbank.gov.au
Ph: (02) 9697 6000

Regional residency – The recipient is required to undertake a regional NSW residency as part of the Fellowship program.

The Murray Art Museum Albury (MAMA) and Tweed Regional Gallery and Margaret Olley Art Centre (TRGMOAC) are offering a live-in apartment and studio space for up to five weeks. The dates of the residency are to be negotiated with the regional organisation once the Fellowship recipient has been announced.

Both organisations have limited resources and equipment but are able to provide basic facilities like workbenches and easels. Travel and additional expenses are not covered, but should be included in the budget of your application. As part of the residency, the recipient will be required to undertake a public program such as a talk or Q&A, which will be negotiated with the gallery.

For more information about these residencies and studio facilities, contact:

TRGMOAC
Ingrid Hedgcock, Curator and Collections Manager
IHedgcock@tweed.nsw.gov.au
Ph: (02) 6670 2790
artgallery.tweed.nsw.gov.au

MAMA
Kerrie Goodwin, Exhibitions and Collections Officer
kgoodwin@alburycity.nsw.gov.au

Ph: (02) 6043 5808
www.mamalbury.com.au

Details of how the residency will be utilised must be included in your application.

Alternative residency venues in regional NSW may be proposed; however, a letter of support from the hosting organisation must be submitted as part of your application.

NSW Writer's Fellowship

Offered with partnership with Varuna, The Writers' House

The Fellowship is open to writers of fiction, literary non-fiction, children's and young adult literature, poetry, graphic novels, literary digital and new media work and writing for performance.

Required support material

Your work samples should demonstrate your publication record.

In additional support material, you may also submit samples of new, unpublished work/s (maximum five pages).

Additional opportunity

The recipient may also undertake an optional residency at Varuna, the National Writers' House including:

- a week at Varuna, in the Blue Mountains (NSW)
- accommodation and meals
- a partial manuscript consultation.

Travel and additional expenses are not covered, but may be included in the budget of your Fellowship application. It is also acceptable to include the residency in your proposed program of professional development.

The dates of the residency are to be negotiated with Varuna once the Fellowship recipient has been announced.

As part of the residency, the Fellowship recipient would be required to undertake a public engagement such as talk, Q&A or contribution to Varuna News.

For more information about Varuna see www.varuna.com.au

Priority Fellowships

Special Eligibility

- To be eligible for the **Western Sydney** or **NSW Regional Arts Fellowships**, an applicant must be a resident of Western Sydney or regional NSW for at least 12 months prior to making an application. If you are temporarily overseas or outside of NSW, you may still apply provided that you can demonstrate that Western Sydney or regional NSW is your primary place of residence and that you are otherwise eligible.
- To be eligible to apply for the **NSW Artist with Disability Fellowship**, you must identify as an artist with disability.
- To be eligible to apply for **NSW Aboriginal Arts Fellowship**, you must identify as an Aboriginal or Torres Strait Islander person.

See Glossary for definitions and more information.

To apply, complete and submit Fellowship guidelines and complete and submit the **Fellowship application form** available through the **Create NSW website**.

YOUNG REGIONAL ARTIST SCHOLARSHIPS

The NSW Government is offering a total of 25 scholarships for young regional artists and cultural workers to undertake exciting and career-making professional development opportunities.

Who can apply?

Individual artists and arts/cultural workers based in regional NSW.

Scholarships are open to artists, performers and arts/cultural workers from all art forms, including dance, design, digital arts, history, Aboriginal arts, literature, music, theatre, screen, curatorial and the visual arts.

Examples

Your professional development as an artist or arts/cultural worker may include multiple activities. The Scholarship may be used to pay for:

- mentorships, internships or work experience with recognised professional practitioners or organisations
- residencies at institutions or organisations
- an outstanding opportunity of significance to the applicant's practice
- short-term courses, workshops or other training at recognised institutions or organisations
- periods of research and development
- skills development and experimentation
- development of new work
- international and/or national travel associated with these activities
- marketing, planning, publishing or printing
- materials and equipment relating to your professional development.

Additional opportunity

NSW State Cultural Institutions, State Significant Organisations and Key Festivals (see Additional Opportunities) are willing to discuss opportunities to explore professional development activities, such as access to collections, residencies, mentorships or internships.

You are encouraged to include details of any partnership or activities in your application.

Closing dates

Round 1: **CLOSED** Monday 19 June 2017

Round 2: Monday 30 October 2017

Funding range

Scholarships are worth \$10,000. Please do not request more or less than this amount in your application.

Term

Round 1: Activities starting after 1 October 2017

Round 2: Activities starting after 1 March 2018

Your activities must start within six months of receiving the Scholarship, and be completed within 18 months.

Funding restrictions

Funding is not available for:

- costs associated with a program that has already been substantially completed
- assisting with study for a tertiary education qualification
- solely covering the total production costs of new work or project (such as an exhibition or performance). If including a new work, it must be demonstrated how this activity will contribute to your overall professional development
- 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
- applicants who have already received Create NSW funding for the same activities
- offsetting the costs of items and materials already purchased
- activities starting before the starting date.

Special eligibility

To be eligible to apply, you must:

- be aged 18–25 on the eligible start date of the program

- be a resident of regional NSW (this is defined as being resident for at least 12 months prior to making an application).

University students studying in Sydney 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.

Previous recipients of this Scholarship and previous recipients of other Arts NSW/Create NSW grants who have not fulfilled the condition of their funding are not eligible to apply.

Assistance

As soon as you begin an application, Create NSW will be in touch to provide information to help you plan your Scholarship program and complete your application.

Required support material

- Samples of your work.
- A short biography and CV (up to two pages long).
- A letter of support from your local Regional Arts Development Organisation or a local arts organisation.
- Proof of your age.
- Proof of your regional address.
- Applications involving Aboriginal people must include letters of support and confirmation of involvement from the relevant communities and/or organisation.

Assessment criteria

Applications will be assessed by peer panels against the following criteria:

- Artistic and Cultural Merit (Quality):
 - artistic and/or cultural merit of your work and your professional achievements and experience (as evidenced by support material)
 - significance and benefit of the proposed program to your artistic or cultural practice and professional development.
- Viability and Budget (Health):
 - effective and achievable planning
 - whether the budget is realistic, accurate and represents value for money.

See Part Three for further information on the assessment process.

Please also read the Young Regional Artist Scholarships **FAQs** before starting your application.

To apply, complete and submit the **Young Regional Artists Scholarship application form** available through the **Create NSW website**.

Additional opportunities

NSW State Cultural Institutions, State Significant Organisations and Key Festivals have agreed to discuss opportunities based on their collections or programs, such residencies, mentorships and research or public outcomes.

If you plan to include these opportunities in your program of professional development, you must contact the organisation to discuss opportunities and/or placements prior to submitting an application.

Partnering with an arts organisation is not a requirement and your application will not be prejudiced should you choose not to do so.

Contact details

Art Gallery of NSW

Yuki Kawakami
Assistant Programs Producer
tertiary@ag.nsw.gov.au
Ph: (02) 9225 1738

Australian Museum

Jenny Newell
Manager, East Pacific Collections
jenny.newell@austmus.gov.au
Ph: (02) 9320 6084

Michael Mel
Manager, West Pacific Collections
michael.mel@austmus.gov.au
Ph: (02) 9320 6295

Biennale of Sydney

Lucy Latella
Administration Coordinator
art@biennaleofsydney.com.au
Ph: (02) 8484 8700

Carriageworks

Lisa Ffrench
Programming Director
Lisa.f@carriageworks.com.au
Ph: (02) 8571 9032

Museum of Applied Arts & Sciences

Sharon Dickson
Curatorial Team
sharon.dickson@maas.museum
Ph: (02) 9245 2448

Museum of Contemporary Art Australia

Blair French
Director, Curatorial & Digital
blair.french@mca.com.au
Ph: (02) 9245 2448

State Library of NSW

Education and Scholarship Branch
scholarships@sl.nsw.gov.au
Ph: (02) 9273 1910

Sydney Festival

Courtney Lewis
Administration Officer
courtney.lewis@sydneyfestival.org.au
Ph: (02) 8248 6500

Sydney Living Museums

Beth Hise
Head of Curatorial and Exhibitions
bethh@sydneylivingmuseums.com.au
Ph: (02) 8239 2379

Sydney Opera House

Sydney Opera House Presents team
programming@sydneyoperahouse.com
Ph: (02) 9250 7847

Sydney Writers' Festival

Misty McPhail
Volunteer Manager
misty@swf.org.au
Ph: (02) 9252 7729

A woman with dark hair and bangs is playing a black, segmented, vertical instrument. She is wearing a dark, patterned top and a necklace. The background is a textured, brownish wall. The text "Part Three Information for Applicants" is overlaid on the left side of the image.

Part Three Information for Applicants

Morgana Osaki performing at *Beat Bender*, 2016, The Lock Up.
Photo: Ariane Madden Neale Photography

ELIGIBILITY

General eligibility requirements apply to all ACDP funding categories.

Some categories have additional eligibility requirements 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
- a NSW resident
- a professional artist or arts/cultural worker.

Partnerships, groups and unincorporated Entities

Unless otherwise stated, a partnership, group or unincorporated entity with an ABN may apply for project funding.

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 non-trading (non-distributing) co-operative/trust
- a local government authority.

If individual business units and entities of local government authorities (such as art galleries, museums or performing arts centres) do not have their own ABN, an application must be submitted by the local government authority on behalf of the business unit.

Create NSW funding supports not-for-profit activities. For-profit organisations may be eligible to apply for Project funding provided the activities being applied for are delivered on a break-even (non-profit) basis. If funded, for-profit organisations may be required to provide an audit of the project as part of acquittal reporting on the grant.

Funding is available through ACDP Project categories for professional arts and cultural activities only. Activities such as core education and training activities, core operational costs and revitalisation of urban precincts are not eligible for support.

Key Festivals, Major Performing Arts and State Significant Organisations

These organisations are eligible to apply to the Regional Arts Touring category only.

Location of applicant

Organisations based outside NSW may be eligible to apply to the ACDP; however, support for interstate organisations is rare and the application must clearly demonstrate that the activity being applied for will:

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

It is strongly recommended that interstate applicants discuss their application with Create NSW before applying.

Location of activity

Funding is generally limited to supporting programs and projects based and delivered in NSW.

In some circumstances, funding may be provided for interstate and international activities where there is direct benefit to NSW artists and/or communities, such as through Artist Support Quick Response funding.

Application limits

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

While an organisation can apply for both Program and Arts & Cultural Projects funding, it cannot receive both grants in the same year. If successful in both categories, Create NSW will award Program funding to the applicant.

You may submit one application for each Fellowship. An applicant can only be awarded one Create NSW fellowship in any given year.

WHO IS INELIGIBLE?

Applications will not be accepted from:

- Government departments and agencies, including the State Cultural Institutions
- libraries
- preschools, primary and secondary schools and regional conservatoriums
- applicants who have been advised by Create NSW that they are not eligible for funding as a result of failing to meet previous contract conditions
- applicants who have not satisfactorily acquitted any prior Arts NSW/Create NSW funding, unless written approval to apply has been received from Create NSW. This approval will only be provided on the condition that all outstanding acquittals are submitted to Create NSW prior to the relevant assessment meeting date.

Contact Create NSW if you have any questions regarding your eligibility to apply for funding.

The following applications are ineligible and will not be accepted:

- Applications that do not involve professional artists and/or arts and cultural workers as key creative personnel. (Note: this does not relate to Creative Capital funding.)
- Applications, excluding Fellowships and Scholarships, requesting 100 per cent funding from Create NSW. (All other applications must include income from other sources, cash or in-kind.)
- Applications for activities completed or due to be completed before the funding period commences.
- Applications for activities that have already been supported with other Arts NSW/Create NSW funding categories.

For further information on who may apply, and what you can apply for, please check individual funding categories or contact Create NSW for advice.

RESTRICTIONS ON THE USE OF FUNDS

In addition to category descriptions, funds may be used for:

- speakers fees – only where the speakers are NSW-based artists or arts and cultural workers
- the purchase of capital items through the Creative Capital category, or in other categories only if they are integral to the arts and cultural activity/project being applied for.
- moving image activities and work for galleries, the public realm, broadcast or online exhibition (for example, work related to the visual arts or other art form practice, use of animation and new technologies for projects which are experimental or innovative, moving image and/or film programs that are clearly part of an integrated arts program)
- the following activities, when part of a larger project that includes strategies for distribution and connecting with audiences or commissioned as part of a larger creative development process:
 - creation and recording of new, original musical works
 - creation of new literary works (including scripts and plays)
 - printing, production and publishing costs of books, catalogues, DVDs, CDs/vinyl or manuscripts.

Letters of endorsement from sector professionals/organisations supporting the activity should be provided.

Funds are not available for:

- filmmaking and production (unless applying for the Young Regional Artist Scholarship and Priority Fellowships), mainstream animation and film festivals (see Create NSW for funding opportunities in this area – www.create.nsw.gov.au)
- accredited study, training or university courses or education programs
- fundraising, awards or prize money
- competitions or eisteddfods
- costs of operating a radio station
- the purchase of musical instruments
- the purchase of artworks, land or buildings

- the delivery of new devolved funding programs, unless previously authorised by Create NSW
- repayment of loans
- the costs of regular maintenance or repair of existing facilities
- the cost of plans, feasibility studies or architectural drawings
- compliance with local government environmental or sustainability plans.

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

PRIORITY ENGAGEMENT

Programs and projects that support high quality activity, engagement and participation with ACDP Priority Areas are encouraged (see Part One).

To ensure strong priority outcomes, applicants to Program funding categories must demonstrate that they address at least one of the Priority Areas to be eligible for funding. The level of engagement must be proportionate to the organisation's scale and capacity.

While it is not a requirement that Project and Professional Development applications address a priority, the assessment process includes a consideration of the balance of funding provided into Priority Areas.

Further information on addressing Priority Areas can be found in the **FAQs** and **KPI & Data Instructions** on the Create NSW website – www.create.nsw.gov.au

HOW TO APPLY

To apply for funding you need to complete and submit an application form by following the links provided on the Create NSW website.

- Applications are managed through Create NSW's secure online grants system, SmartyGrants. You must create a SmartyGrants account before you can proceed with your application.
- You should save your application form on a regular basis and allow plenty of time to review your application before submission.
- All Create NSW applications can be lodged up to midnight (AEST/AEDT) on the closing day.
- Our online system will not recognise or accept applications that are lodged after the midnight deadline.
- If you are unable to submit an application online for access reasons, please contact Create NSW before 5 pm on the closing date.
- We recommend that applicants check their applications and support material prior to 5 pm so that they can access technical support if required before submitting.
- Create NSW staff are available between 9 am and 5 pm (AEST/AEDT) Monday to Friday to provide advice on interpreting the guidelines and the type of activities that are relevant to each funding category. See Part Five for staff contact details.
- Regional applicants should also contact their local Regional Arts Development Organisations (RADOs) or Regional Arts NSW (www.regionalartsnsw.com.au) for assistance with applications.

ADMINISTERING GRANTS

Create NSW no longer requires applications from individuals or groups to be auspiced; however, an applicant may nominate a third party (such as a manager, agent or producing organisation) to administer the grant funds on their behalf.

If you would like your grant funds to be administered, you need to choose an administering body before submitting an application and include its details on the application form.

If an applicant is successful, Create NSW's funding agreement and relationship is with the grant recipient but funds are paid to the administering body.

See **FAQs** for more information on Administered Grants.

AUSTRALIAN BUSINESS NUMBER

All applicants must provide an Australian Business Number (ABN) to receive funding.

A group, ensemble, collective or other incorporated entity ('groups'), should provide its ABN. If your group does not have an ABN, you may provide the ABN of an individual group member.

Applicants who have nominated a grant administrator are not required to have an ABN, but must provide the ABN of their administering body in the application form.

Applying for an ABN is free and can be done through the Australian Business Register (ABR) website – www.abr.gov.au/For-Business,-Super-funds-Charities/Applying-for-an-ABN/

RESOURCES AND KEY DOCUMENTS

The following information and resources are available on the Create NSW website to assist you with your application:

- Frequently Asked Questions (FAQs)
- KPI & Data Instructions
- assessment meeting reports
- **NSW Aboriginal Arts and Cultural Strategy 2015-2018 – Connection, Culture, Pathways**
- **Aboriginal Arts and Cultural Protocols 2011**
- list of past recipients.

It is highly recommended that you review these documents on the Create NSW website (www.create.nsw.gov.au) prior to making an application.

All applications engaging with the Aboriginal arts and cultural sector, and/or involving Aboriginal people, organisations and cultural material, must demonstrate that they adhere to the **Aboriginal Arts and Cultural Protocols 2011**.



Young people from Hay perform at the historic home, Bishop's Lodge in *The Echo in Our Walls*, 2016, Outback Theatre for Young People. Photo: Victoria Anderson

SUPPORT MATERIAL

Support material plays a vital role in Assessment Panels and/or Create NSW assessing and understanding your application. The support material you provide should be concise, current and of direct relevance to your application.

You must attach all required support material to your application at the time it is submitted. Support material received separately will not be considered in the assessment of your application.

Support material may include:

- a program of activities
- a short video (up to five minutes) outlining your project/activities
- work samples (images, video, recordings, written material, links to websites) to demonstrate the quality of work and the artists involved in the project/activities
- confirmation letters – these must be directly related to the program/project (rather than a general letter of support for an applicant) and could be for:
 - key personnel and artists
 - significant partnerships, including contributions from partner organisations (cash or in-kind)
 - presenting venue/partners or evidence of likely presenting venues/partners
 - significant cash and in-kind financial support
- letters of support – these must relate directly to the program/project and could be from:
 - industry peers
 - mentors
 - partnering organisations
 - communities, such as relevant Aboriginal communities
- CVs for key personnel and artists (maximum one A4 page per person, except for Professional Development applications)
- travel/tour itineraries

- additional budget information, such as quotes for significant budget items, information on in-kind income and breakdown of complicated budget items.

Required support material

Some funding categories have specific support material requirements, which are listed in the relevant category description (see Part Two) and application form.

For proposals involving the Aboriginal arts and cultural sector, and/or involving Aboriginal people, organisations and cultural material, letters of support and confirmation of involvement from the relevant communities and/or organisations must be included (see **Aboriginal Arts and Cultural Protocols**).

Support material limits and restrictions

- See application forms for support material limits. If you choose to submit support material above the recommended limits, be aware that this material may not be considered by the panel in the assessment of your application.
- Files combined must not exceed 25MB.
- Provide documents in .pdf format where possible. Zipped or compressed files cannot be accepted.
- Links may be used for externally hosted work samples only.

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 category-specific criteria before preparing your application.

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 equally weighted.

GENERAL ASSESSMENT CRITERIA

The following sample indicators for each of the 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)

The application must demonstrate:

- clear artistic and/or cultural vision
- high quality artistic and/or cultural outcomes
- implementation of appropriate strategies for evaluating and measuring artistic/cultural merit and refining projects/programs
- contribution and relevance to artform, cultural practice or location
- artistic and/or cultural experience and expertise
- involvement of professional artists and/or arts/cultural practitioners.

Engagement and Participation (Reach)

The application must demonstrate:

- strategies for engaging the NSW community in arts and cultural activities as creators, participants and/or audiences
- the extent and depth of engagement with audience/participants, including participant and/or audience numbers
- activities in ACDP Priority Area/s
- the inclusion and engagement of people reflecting the diversity of NSW; this may include cultural, age, gender, sexuality diversity
- relevance to target audience/participants, geographic area or community
- support and commitment of partners and/or communities
- public or community and/or social outcomes
- maintenance, development or diversification of audiences and participants
- involvement and development of volunteers.

Viability (Health)

The application must demonstrate:

- sound planning and effective use of resources
- achievable and realistic timelines and outcomes
- appropriate administration, management and governance experience and expertise
- a record of financial stability and capacity
- ongoing strategic partnerships including collaborations across the arts/cultural sector
- a track record of delivery on, and acquittal of, Arts NSW/Create NSW funding (if applicable).

Budget (Health)

The application must demonstrate:

- detailed, comprehensive and accurate budgeting
- income (cash and in-kind) from sources other than Create NSW
- value for money – realistic for scale and impact of program/project
- appropriate use of the public funds requested
- adequate provision for artist/creative fees
- provision for insurance and other liabilities.

CATEGORY-SPECIFIC ASSESSMENT CRITERIA

The following funding categories have specific assessment criteria/indicators:

- Aboriginal Regional Arts Fund
- Aboriginal Quick Response
- Artist Support Quick Response
- Fellowships and Scholarships
- Creative Capital
- Regional Partnerships
- Service Organisations.

You should check these funding categories (see Part Two) to ensure you address the relevant criteria/indicators in your application.

ASSESSMENT PROCESS

ELIGIBILITY CHECK

You will receive an automated response when Create NSW receives your application.

Your application is then checked by Create NSW staff to ensure eligibility before being passed to the panel or peer representative for assessment. Applicants will be advised in writing if their application is deemed ineligible.

WHO ASSESSES APPLICATIONS?

Assessment panels are independently chaired and are comprised of qualified and experienced peer representatives from across the sector. Panels include Create NSW staff, and may also include representatives of State Cultural Institutions or other government agencies.

Peer representatives are individuals who are professionally involved with the arts and cultural sectors and have the relevant knowledge and/or experience to make a fair and informed assessment of a funding application. Peers are chosen from the Create NSW Peer Register.

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

Assessment panel members are required to comply with Create NSW's code of conduct, conflict of interest, confidentiality and other probity requirements.

To register your interest in being considered for an assessment panel, complete the **Peer registration form** on the Create NSW website.

HOW ARE APPLICATIONS ASSESSED?

Applications are assessed against the published 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 criteria will not be eligible for funding.

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

If the Assessment Panel finds that applicants do not reach a satisfactory standard, it may recommend that a fellowship not be awarded.

Program and Arts & Cultural Project funding applications are assessed through the following two-stage process. For all other categories, refer to the specific category details in these guidelines.

Stage One

Create 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 Create NSW staff if this is necessary. The assessment panel may also seek specialist advice on applications.

Stage Two

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

Final recommendations are submitted for consideration of the Minister for the Arts (or authorised delegate).

ADDITIONAL INFORMATION

Create NSW may, in its sole discretion, and at any stage of the funding application process, do all or any of the following:

- require additional information from an applicant
- change the scope of the requirements of these guidelines
- vary, amend (including by replacement) or terminate the application process
- reopen an application after the closing date, provided this would not provide the applicant with a material advantage over other applicants
- consider any non-conforming or late application.

FUNDING NOTIFICATIONS

All applicants are notified in writing of the outcome of their application, whether successful or unsuccessful, and can be provided with feedback upon request.

WHAT IF I NEED TO WITHDRAW AN APPLICATION?

You are able to withdraw your application at any time. To withdraw an application, please contact Create NSW with the details of your application (see contact details in Part Five).

FEEDBACK, COMPLAINTS, PRIVACY AND GOVERNMENT INFORMATION

FEEDBACK

After you are advised of the outcome of your application you may request feedback from Create NSW (see contact details in Part Five).

An Assessment Meeting Report for each funding round is published on the Create NSW website following the notification of funding recommendations. The Report contains feedback from the panel that may assist you with future applications.

COMPLAINTS

By submitting an application to the ACDP you accept the conditions and assessment process set out in these guidelines.

Funding decisions are final and can only be appealed on grounds 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 Chief Executive Officer, Create NSW.

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

Create NSW PRIVACY POLICY

Create NSW is required to comply with the *Privacy and Personal Information Protection Act 1998*.

Create NSW collects the minimum personal information required to enable us to contact an applicant and to process and assess the merits of the application.

The information provided is stored on a database that is only accessed by authorised staff and used for the purposes for which it was collected.

Applicants must ensure that people whose personal information is included in an application are advised that Create NSW is being supplied with this information, and how it will be used.

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

GOVERNMENT INFORMATION (PUBLIC ACCESS)

Documents in the possession of Create NSW are subject to the provisions of the *Government Information (Public Access) Act 2009*.

Under some circumstances, a copy of your application form and other material supplied by you may be released, subject to the deletion of exempt material, in a response made in accordance with the Act. More information can be found at www.legislation.nsw.gov.au

Part Four

Other NSW Government Funding Opportunities



Tullara Connors, 2016, trip to Ireland to be mentored by John Carty, Irish Tenor Banjo player, as part of her Young Regional Artists Scholarship (YRAS) program. Photo: Tullara Connors

NSW SMALL GRANTS (DEVOLVED FUNDING)

Some ACDP funds are managed by sector service organisations to support arts and cultural activities at local and regional levels.

Organisations offering small grants or devolved funding programs have broad networks across the arts and cultural sector, within specific artforms and with the community.

Applications for NSW Small Grants (devolved funding) should be made directly to the relevant partner organisation.

Guidelines, closing dates, application forms and application processes vary. Please contact partner service organisations directly for further information on current programs.

Arts on Tour NSW

- Community Presenter Touring Grant
- Ph: (02) 9699 7133
www.artsontour.com.au

Asialink

- Arts Residency Program
- Ph: (03) 8344 4800
www.asialink.unimelb.edu.au

Ausdance NSW

- Innovating Dance Practice Grants
- Ph: (02) 9256 4800
www.ausdancensw.com.au

Band Association of NSW

- Community Band Development Grants
- Ph: (02) 8501 2526
www.bandnsw.com

Museums & Galleries NSW

- Skills Development Grants
- Leg Up Grants (Quick Response)
- Fellowships, Mentorships and Volunteer Placements
- Volunteer Museum Small Grants

- Audience Development Fund
 - Volunteer Museum Project Development
- Ph: (02) 9252 8300
Freecall: 1800 114 311 (Regional NSW Only)
www.mgnsw.org.au

MusicNSW

- Opportunity Development Grants
 - Regional Music Touring Grants
 - Indent Event Development Grants
- Ph: (02) 9953 5279
www.musicnsw.com
www.indent.net.au

National Association for the Visual Arts

- NSW Artists' Grants
- Ph: (02) 9368 1900
www.visualarts.net.au

NSW Writers' Centre

- Access for Regional Writers
 - Early Career Writer Grant
 - Emerging Writing Organisation Grant
 - Writer & Technologist Grant
- Ph: (02) 9555 9757
www.nswwc.org.au

Regional Arts NSW

- Country Arts Support Program
- Ph: (02) 9270 2500
www.regionalartsnsw.com.au

Royal Australian Historical Society

- Cultural Grants Program
- Ph: (02) 9247 8001
www.rahs.org.au

NSW GOVERNMENT EXHIBITIONS INDEMNIFICATION SCHEME

Objectives

The NSW Government Exhibitions Indemnification Scheme is operated by Create NSW on behalf of the State Government. The main purpose of the scheme is to provide a level of indemnity cover for exhibitions in art museums, regional art galleries and other organisations that meet certain standards. Applications to the scheme are currently accepted for exhibitions with a minimum value of A\$5 million.

Who can apply?

Art galleries, art museums and other organisations that have a 'legal personality' (for example, an incorporated association or company limited by guarantee) and meet certain standards.

In the case of touring exhibitions, one venue should act as the lead organisation and submit the application on behalf of the other venues.

Closing date

Open all year. To allow for a full risk assessment, the scheme requires the completion of the application form at least two months prior to the exhibition starting date.

Application process and assessment

Stage 1: You must contact Create NSW for a copy of the guidelines and to discuss your proposal. You will be advised if your proposal is suitable to be submitted for assessment.

Stage 2: If the proposal is suitable, you will need to submit an application to be assessed by Create NSW staff against the assessment criteria below. Create NSW may seek an expert opinion regarding professional standards used in galleries and museums.

Assessment criteria

In assessing applications for indemnity cover, consideration is given to the following:

- the legal status of the applicant
- the features of the exhibition venue
- identification of the objects for display
- the budget for the exhibition

- the arrangements for packing and transport
- the arrangements for security and fire protection
- the condition-reporting procedures
- the cultural significance of the exhibition.

Applicants must address each of the above criteria in the application. Contact Create NSW for more information.

SCREEN FUNDING OPPORTUNITIES

Through Create NSW, screen funding assists, promotes and strengthens the screen industry in NSW through encouraging employment in all aspects of screen production, encouraging investment in the industry and enhancing the industry's export potential. Create NSW provides screen funding opportunities through Development, Production and Industry Support.

Screen funding support includes:

Production Support

- Production Finance
- Made in NSW – local TV Drama and International Production
- Create NSW & ABC TV Arts Documentary Feature Fund
- Regional Filming Fund
- Generator: Emerging Filmmakers Fund

Development Support

- Early Development, Advanced Development, Amplifier: Adaption
- 360 Vision – Virtual Reality development
- Time Critical Shooting

Travel Support

- Market and Festival travel

Industry Support

- Industry Development
- Audience Development
- Strategic Opportunities

- Charlie's – hot desks in Los Angeles
- Screenability NSW
- SheDoc Fellowships
- Emerging Producer Placement

Screenability NSW

- A suite of programmes that are part of an open-ended policy commitment to creating opportunities in the screen sector for people with disabilities.

Ph: (02) 8289 6533

www.screen.nsw.gov.au

OTHER NSW GOVERNMENT GRANTS

CLUBGRANTS

ClubGRANTS funding is available to community groups, charities and sporting teams across NSW. Approximately 500 clubs voluntarily allocate funds to the ClubGRANTS scheme.

Each year through ClubGRANTS, clubs across NSW provide support to tens of thousands of local community organisations, sporting groups and charities that make a difference in their local area.

To be eligible to apply, you must be a not-for-profit organisation and provide the following project and/or services:

- community welfare or social services
- community development
- community health services or employment assistance activities.

Ph: (02) 9268 3000

www.clubsnsw.com.au/community/clubgrants/about-clubgrants

LIQUOR & GAMING NSW INFRASTRUCTURE GRANTS

Liquor & Gaming NSW offers funding to communities across NSW to support the building and renovation of infrastructure. Funding has a focus on sport, recreation, arts and cultural infrastructure. Funding is also available for projects that enhance facilities used to shelter communities and provide emergency services.

Liquor & Gaming NSW Infrastructure Grants are made possible by a rebate on gaming machine profits from the state's registered clubs, also known as ClubGRANTS Category 3.

Ph: (02) 9995 0992

Email: funding.lgnsw@justice.nsw.gov.au

www.liquorandgaming.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants.aspx

NSW HERITAGE GRANTS

The NSW Government is committed to ensuring that our heritage is valued, protected and enjoyed. The Heritage Grants Program is designed to help owners, managers and communities to know, value and care for their heritage.

NSW Heritage Grants team (for state heritage enquiries)

Ph: (02) 9873 8577

www.environment.nsw.gov.au/Heritage/funding

Heritage Near Me team (for local heritage enquiries)

Ph: (02) 9873 8614

www.environment.nsw.gov.au/topics/heritage/support-for-local-heritage/heritage-near-me-incentives-program

AWARDS

Create NSW supports literature and history through the annual NSW Premier's History and Literary Awards. The Awards are managed by the State Library of NSW in association with Create NSW.

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

The **NSW Premier's Literary Awards** highlight the importance of literature, and encourage everyone to enjoy and learn from the work of writers. They honour distinguished achievement by Australian writers, contribute to Australia's artistic reputation and draw international attention to some of the best writers and the cultural environment that nurtures them.

Ph: (02) 9273 1605

www.sl.nsw.gov.au/about-library/awards

NSW CULTURAL INSTITUTIONS OPPORTUNITIES

Sydney Opera House

Lloyd Martin Travelling Scholarship for Emerging Arts Leaders
www.sydneyoperahouse.com/general/prize-and-scholarships/lloyd-martin.html

Multidisciplinary Australian Danish Exchange
www.sydneyoperahouse.com/general/prize-and-scholarships/made-by-the-opera-house.html

Art Gallery of NSW

Brett Whiteley Travelling Art Scholarship
www.artgallery.nsw.gov.au/about-us/opportunities-for-artists/brett-whiteley-travelling-scholarship

Studios in Paris Scholarship
www.artgallery.nsw.gov.au/about-us/opportunities-for-artists/studios-in-paris-scholarship

State Library

Various fellowships and scholarships
www.sl.nsw.gov.au/about-library/fellowships

Australian Museum

Various fellowships
www.australianmuseum.net.au/awards-fellowships

Museum of Applied Arts & sciences

Research fellowship program
www.maas.museum/research/research-fellowship-program



Part Five

Supporting Information

TRIBUNAL, 2016, Powerhouse Youth Theatre
presented with Griffin Theatre Company Photo: Alex Wisser

REGION AND LOCAL GOVERNMENT AREAS

To find your Local Government Area (required for applications), visit the Office of Local Government website at Find My Council (www.olg.nsw.gov.au/find-my-council) and enter your details in the search box.

Choose from the regions below for the main place/s of activity section in your application form. These regions are based on Local Government Areas at the time of publication and may change.

| REGION | LOCAL GOVERNMENT AREA |
|-----------------|---|
| Central Coast | Central Coast |
| Central West | Bathurst Regional, Bland, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Mid-Western Regional, Oberon, Orange, Parkes, Weddin |
| Far West | Broken Hill, Central Darling |
| Hunter | Cessnock, Dungog, Lake Macquarie, Maitland, Muswellbrook, Newcastle, Port Stephens, Singleton, Upper Hunter |
| Illawarra | Kiama, Shellharbour, Shoalhaven, Wingecarribee, Wollongong |
| Mid-North Coast | Bellingen, Clarence Valley, Coffs Harbour, Kempsey, Lord Howe, Mid-Coast, Nambucca, Port Macquarie-Hastings |
| Murray | Albury, Balranald, Berrigan, Edward River, Federation, Greater Hume, Murray River, Wentworth |
| Murrumbidgee | Carrathool, Coolamon, Cootamundra-Gundagai, Griffith, Hay, Junee, Leeton, Lockhart, Murrumbidgee, Narrandera, Temora, Wagga Wagga |

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| North Western | Bogan, Bourke, Brewarrina, Cobar, Coonamble, Dubbo Regional, Gilgandra, Narromine, Walgett, Warren, Warrumbungle |
| Northern | Armidale Regional, Glen Innes, Gunnedah, Gwydir, Inverell, Liverpool Plains, Moree Plains, Narrabri, Tamworth Regional, Tenterfield, Uralla, Walcha |
| Richmond-Tweed | Ballina, Byron, Kyogle, Lismore, Richmond Valley, Tweed |
| South Eastern | Bega Valley, Eurobodalla, Goulburn-Mulwaree, Hilltops, Queanbeyan-Palerang, Snowy Monaro Regional, Snowy Valley, Upper Lachlan, Yass |
| Sydney (excluding Western Sydney) | Bayside, Burwood, Canada Bay, Georges River, Hornsby, Hunters Hill, Inner West, Ku-ring-gai, Lane Cove, Mosman, North Sydney, Northern Beaches, Randwick, Ryde, Strathfield, Sutherland, Sydney City, Waverley, Willoughby, Woollahra |
| Western Sydney | Blacktown, Blue Mountains, Camden, Campbelltown, Canterbury-Bankstown, Cumberland, Fairfield, Hawkesbury, Liverpool, City of Parramatta, Penrith, The Hills, Wollondilly |

The following geographic definitions also apply.

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| Regional NSW | Regional NSW includes the Central Coast, Hunter and Illawarra and is defined as the areas or regions outside of Sydney and Western Sydney. |
| Multi-region | Refers to activity predominantly taking place in more than one region of NSW. |
| Interstate/ international | Refers to activity predominantly taking place outside of NSW. |

GLOSSARY

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| Aboriginal or Torres Strait Islander person | For the purpose of these funding guidelines, an Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent, who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which they live or have lived. |
| Acquittal, Acquittal report | A report by a funding recipient on how grant funding was expended and the outcomes achieved. This must be submitted within three months of completion of the funded project or by 30 April of the following year for Program funding. |
| Administering body | An optional nominated third party (for example a manager, agent or producing organisation) responsible for the financial administration of grant funds on behalf of an individual or group. |
| Approved Auditor | A person registered as a company auditor under the <i>Corporations Act 2001 (Cth)</i> , or a member of the Institute of Chartered Accountants in Australia, or 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. |
| Artists with disability/ people with disability | <p>Create NSW adopts the Social Model of disability that distinguishes between the impairment of the person (the condition, illness or loss/lack of function) and disability (the barriers present in society). These barriers are seen as being the disabling factors that prevent or limit opportunities. Disability may be permanent or temporary, and is often not visible. Mental health is included in this definition.</p> <p>While deaf artists and arts/cultural workers may identify as culturally and linguistically diverse due to the use of Auslan (Australian Sign Language), deaf and hard of hearing people are eligible to apply for the Artists with Disability Fellowship.</p> |

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| Audience development | 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, culturally and linguistically diverse people, people within a specific geographic location or young people), artform, genre or event. Development activities may include aspects of marketing, commissioning, programming, education, community outreach, customer service and distribution. |
| Audited financial statement | An organisation's accounts audited by an Approved Auditor in compliance with the Australian Auditing Standards, maintained by the Australian Accounting Standards Board and created by Section 226 of the <i>Australian Securities and Investments Commission Act 2001 (Cth)</i> . |
| Award rates | Rates of pay prescribed by legally binding industrial awards and agreements. These are the rates organisations should be paying artists and creatives. |
| Capital development | Construction, alteration, renovation, completion or fitting-out of buildings and other facilities for arts and cultural use. |
| Capital expenditure | 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. |
| Capital item | Items that are usually listed as assets on a balance sheet and depreciate over a period of time. Capital items include furniture, machinery and technical equipment. |

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| Community arts and cultural development (CACD) | Engagement with, and participation in, arts and culture at the local and community level, with a significant degree of community empowerment, decision-making and input. CACD projects focus 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. |
| Community engagement costs | The costs of activities that improve community access and deepen the target audience's connection to arts and culture, including the cost of workshops, professional development programs, seminars and educational materials. |
| Constitution | A document containing the defining principles, policies and goals of an organisation. |
| Contractors/consultants | People engaged to do a particular job or task, or to provide expert or professional advice. |
| Cross-artform | Works that are a fusion of two or more artforms. |
| Cultural infrastructure | The range and network of facilities, organisations and individuals that comprise a particular cultural area, region, environment or landscape. |
| Culturally and linguistically diverse (CaLD) | CaLD people from backgrounds 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. |
| Devolved funding | A grant provided by, or received from, a funding program delivered and managed by another organisation on behalf of Create NSW. Now called NSW Small Grants. |
| Education programs (curriculum based) | Programs directed at schoolchildren that are based on one or more components of the school curriculum. |

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| Funding agreement | A contract setting out the terms and conditions of Create NSW funding, including the obligations and responsibilities of the person or organisation receiving the funding. |
| General eligibility requirements | Conditions all applicants to the ACDP must fulfil to be eligible for funding. (See Part Three for further information.) |
| Governance, Corporate governance | The rules, processes or laws by which the governing board of directors or management committee operates and controls an organisation. |
| GST (Goods and Services Tax) | Value-added tax of 10 percent on most goods and services in Australia. |
| In-kind support or contribution | Non-cash assistance such as services, voluntary labour, donated materials and equipment or products. |
| Incorporated association | An incorporated association has its own legal identity separate from its members, providing protection to members in legal transactions. |
| Key Festivals | 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. |
| Key performance indicator (KPI) | Measurable targets that are used to evaluate the progress and success of a program or project. KPIs are established at the time of application and are acquitted against at the end of the program or project. |

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| Literary works | Works of fiction, literary non-fiction, children's and young adult literature, poetry, writing for performance, graphic novels, and literary digital and new media work. |
| Major Performing Arts (MPA) companies | <p>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:</p> <ul style="list-style-type: none"> • 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 |
| Multi-artform | A grouping of two or more artforms, or a work or practice which spans two or more artforms. |
| Not-for-profit | 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. |
| NSW Resident | A person residing in NSW for at least 12 months prior to making an application. |

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| Partnership | <ol style="list-style-type: none"> 1. An association of persons carrying on a business as partners or in receipt of income jointly. 2. A collaboration between two or more organisations or an organisation and an individual that utilises the unique expertise and resources provided by each partner to develop and/or deliver a program or project. |
| Peer/s | Peers are people with arts and cultural related expertise who have the knowledge and/or experience to make a fair and informed assessment of a funding application. |
| 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, people from CaLD, people with disability and young people. |
| Professional artist, 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 or discipline. |
| Professional development | Skills and knowledge attained for both personal development and career advancement, encompassing all types of facilitated formal and informal learning opportunities. |

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| Program | A series of activities delivered by professional artists and arts practitioners, defined by a strong artistic rationale or curatorial premise. It includes an organisation's principal artistic program to be delivered over the term of the funding agreement. |
| Project | A one-off or time-limited activity, or events with specific goals and conditions, defined responsibilities, a budget, planning, information about the parties involved and a specific start date and end date. |
| Regional Arts Development Organisations (RADOs) | Arts and cultural development in regional NSW is supported through a network of RADOs, which are independent, not-for-profit associations funded by Create NSW and local governments, and networked and supported by Regional Arts NSW. |
| 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. |
| Repair versus Renovation | While repair is triggered by failure of a component or a system, renovation is triggered by change of use of space or to improve the condition of the space. However, an organisation may decide to renovate in response to the need for repair. |
| Special eligibility requirements | Specific requirements outlined in particular funding categories, which must be fulfilled to receive funding. See Part Two for more information. |

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| 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 | An outline of what your organisation is looking to achieve over a specific (three year) timeframe, including the specific strategies the organisation will use to achieve its goals over that timeframe. Create NSW endorses the Australia Council's Strategic Plan Framework, which can be found on the Create NSW website. |
| Touring travel costs | Freight, bump in/out costs, transportation costs, packing and crating costs, installation costs, demounting costs and accommodation and travel allowances. |
| Visual Arts and Craft Strategy (VACS) | A strategy, launched in 2004, designed to increase the viability and vitality of Australia's contemporary visual arts sector. VACS is delivered jointly by the Australian Government and all state and territory governments. |
| Young people | For the purposes of the ACDP, young people are people under 25 years of age, except for the Young Regional Artist Scholarships, which are open to people aged 18–25 (inclusive). |

ADVISORY SOURCES AND RESOURCES

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

SERVICE ORGANISATIONS

Accessible Arts

Ph: (02) 9251 6499

www.aarts.net.au

Accessible Arts is the peak arts and disability organisation in NSW. It promotes and provides opportunities for people with disability to participate in arts and cultural activities.

Arts Law Centre of Australia

Ph: (02) 9356 2566

Free call: 1800 221 457 (within Australia)

www.artslaw.com.au

Arts Law Centre of Australia is an independent national legal centre for the arts. It provides legal and business advice, professional development resources, and advocacy and education for artists and arts organisations across all artforms.

Arts on Tour

Ph: (02) 9699 7133

www.artsontour.com.au

Arts on Tour is a key service organisation for performing arts touring in NSW. It is a primary support option for performing arts touring, and also an advocate for the NSW touring sector, providing information, advice, resources and industry analysis and facilitating forums.

Ausdance NSW

Ph: (02) 9256 4800

www.ausdancensw.com.au

Ausdance NSW is part of the national Ausdance network. It is a key advocacy and support body for the creation, presentation and practice of dance in NSW. Its mission is to create, support and promote opportunities for dance in NSW and invest in its ongoing development. Ausdance NSW advocates for innovation, creativity and diversity in dance through professional development, regional and community involvement, education and social inclusion.

Band Association of NSW

Ph: (02) 8501 2526

www.bandnsw.com

The Band Association of NSW is the peak organising body for community and school brass and wind bands in NSW. It coordinates the state, solo and party band championships, as well as providing access to a library service, workshops, band development tools and networking opportunities through its regional subcommittees and branches.

History Council of NSW

Ph: (02) 9252 8715

www.historycouncilnsw.org.au

History Council of NSW represents the interests of the history community and ensures that history, in all its forms, is an important part of cultural life in NSW.

Museums & Galleries NSW

Ph: (02) 9252 8300

Free call: 1800 114 311 (Regional NSW only)

www.mgnsw.org.au

Museums & Galleries NSW (M&GNSW) develops, supports and promotes regional, community and public museums and galleries across NSW. It presents strategic programs, advocacy, funding and other services to the sector.

MusicNSW

Ph: (02) 9953 5279

www.musicnsw.com

MusicNSW is the peak body for contemporary music in NSW. It represents, promotes and develops the contemporary music industry in NSW through advocacy and representation.

National Association for the Visual Arts

Ph: (02) 9368 1900

www.visualarts.net.au

National Association for the Visual Arts (NAVA) is the national peak body protecting and promoting the professional interests of the Australian visual and media arts, craft and design sector. NAVA offers a range of grants, resources and professional development training to support the work of visual arts, craft and design practitioners.

NSW Writers' Centre

Ph: (02) 9555 9757

www.nswwc.org.au

The NSW Writers' Centre supports and provides services to writers across all genres and at all stages of their careers. It runs a program of professional development for writers in NSW, as well as festivals and events, a grants program, and support and advocacy for writers and writing organisations.

Octapod Association

Ph: (02) 4021 1605

www.octapod.org

Octapod is a regional arts and cultural organisation based in Newcastle that facilitates, fosters and produces arts and cultural activities. Octapod delivers a program of workshops, provides regional sector and professional development opportunities, and produces the annual multi-arts festival This is Not Art (TINA).

Regional Arts NSW

Ph: (02) 9270 2500

www.regionalartsnsw.com.au

Regional Arts NSW is the peak body and support agency for arts and cultural development in regional NSW. Based in Sydney, it provides a range of services and representation for the statewide network of Regional Arts Development Organisations. It administers devolved grants programs for regional applicants and group insurance for members.

Royal Australian Historical Society

Ph: (02) 9247 8001

www.rahs.org.au

The Royal Australian Historical Society (RAHS) promotes interest in and advances the study of Australian history, and works to broaden opportunities for participation in historical research. In addition to running lectures, workshops, regional seminars across NSW and an annual conference, it maintains a research library and administers grants for the promotion of heritage and the writing and publication of local history.

Sydney Arts Management Advisory Group

Ph: 0420 700 280

www.samag.org

Sydney Arts Management Advisory Group (SAMAG) delivers an annual program of seminars, which are presented by sector leaders, addressing topics and issues of interest to arts and cultural workers. SAMAG plays a role in providing professional development opportunities, raising awareness and building networks within in the arts and culture sector.

Theatre Network NSW

Ph: 0409 814 067

www.tnn.org.au

Theatre Network NSW (TNN) is the peak agency for theatre in NSW, dedicated to strengthening and enriching the theatre sector. TNN works

in partnership with associate and peer organisations 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.

Wild Rumpus Incorporated

Ph: 0433 177 785

www.wildrumpus.com.au

Wild Rumpus is a not-for-profit social enterprise located in the Illawarra region of NSW. Its aim is to stimulate economic development in creative industry and promote the region as a place of creative and cultural excellence so as to generate local employment and training opportunities, and to strengthen the creative sector.

STATE CULTURAL INSTITUTIONS

NSW State Cultural Institutions manage significant cultural heritage collections and provide services and programs across the state. *Create in NSW* encourages partnerships between the State Cultural Institutions and organisations across NSW.

Art Gallery of NSW

Ph: (02) 9225 1700

Free call: 1800 679 278 (within Australia)

www.artgallery.nsw.gov.au

The Art Gallery of NSW presents international and Australian art in one of the most popular art museums in Australia. In addition to permanent collections, it offers regularly changing exhibitions, events, and education, access and research programs.

Australian Museum

Ph: (02) 9320 6000

www.australianmuseum.net.au

The Australian Museum is a dynamic source of scientific information, inspiring 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.

Museum of Applied Arts and Sciences

Ph: (02) 9217 0111

www.maas.museum

The Museum of Applied Arts and Sciences incorporates the Powerhouse Museum, the Museums Discovery Centre in Castle Hill and 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.

State Library of NSW

Ph: (02) 9273 1414

www.sl.nsw.gov.au

The State Library of NSW is internationally renowned and is one of Australia's leading libraries. With an extensive collection of close to 6 million items, it aims to collect, preserve and make accessible the documentary heritage of NSW. It also offers access to information and resources both onsite and online, and hosts a dynamic range of public programs through exhibitions, talks and tours. It provides specialist advice and support to all local councils providing public library services to the people of NSW, and administers an annual public library grants and subsidies program.

Sydney Opera House

Ph: (02) 9250 7111

www.sydneyoperahouse.com

Sydney Opera House is a national cultural centre that has gained widespread recognition and respect as a performing arts venue. It includes a concert hall, opera and drama theatres, a playhouse and a studio. Sydney Opera House is the country's number one tourist destination and its busiest performing arts centre, welcoming more than 8.2 million visitors a year on site and hosting more than 2,000 performances attended by more than 1.5 million people.

OTHER RESOURCES

These organisations play an important part in the sector and may provide additional information and support.

107

Ph: (02) 9690 1007

www.107.org.au

107 is a multidisciplinary creative space located in Redfern, cultivated by a team of artists, musicians, poets and creatives. The space is home to a diverse range of arts, cultural and community organisations, and it delivers a varied creative program including music, visual arts, performance and film.

Asialink Arts

Ph: (03) 8344 4800

www.asialink.unimelb.edu.au/arts

The role of Asialink Arts is to develop opportunities for cultural exchange between Australia and Asia. It is a key provider of information, training and professional networks, and its programs aim to improve the knowledge, skills and networks of the cultural sector based on partnerships, collaboration and reciprocity. Each year the Asialink Arts Residency Program sends Australian writers, performers, artists and arts managers to undertake arts residencies in Asia.

Australasian Performing Right Association, Australasian Mechanical Copyright Owners Society

Ph: (02) 9935 7900

www.apraamcos.com.au

The Australasian Performing Right Association, Australasian Mechanical Copyright Owners Society (APRA AMCOS) is a key business partner to Australian music creators and has more than 90,000 members, who are songwriters, composers and music publishers. It licenses organisations to play, perform, copy or record members' music, and distributes the royalties to members. APRA AMCOS also supports Sounds Australia and the Live Music Office, and advocates for the Australasian music industry.

Australia Council for the Arts

Ph: (02) 9215 9000

Free call: 1800 226 912 (within Australia)

NRS: 1800 555 677

www.australiacouncil.gov.au

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

Australian Music Centre

Ph: (02) 9935 7805

Local rate number: 1300 651 834

www.australianmusiccentre.com.au

Australian Music Centre (AMC) represents Australian art music through online services, enabling universal access to extensive resources while advancing the interests of Australian creators and their music.

Australian Poetry

Ph: (03) 9094 7829

www.australianpoetry.org

Australian Poetry is the national representative body for Australian poetry, and promotes and presents Australian poets and poetry nationally and internationally.

Australian Society of Authors

Ph: (02) 9211 1004

Free call: 1800 257 121 (outside Sydney)

www.asauthors.org

Australian Society of Authors (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

Ph: (02) 9319 0339

Local rate number: 1300 552 228

www.awg.com.au

The Australian Writers' Guild (AWG) is the professional association for Australian performance writers, including those in film, television, theatre, radio and digital media. It works to improve professional standards, conditions and remuneration for Australian performance writers.

Brand X

Ph: 0419 825 895

www.brandx.org.au

Brand X is a non-profit arts organisation that works with property developers, landlords and local councils to repurpose underutilised properties as spaces for artists. Brand X works with a variety of spaces from small pop-up rehearsal studios to large-scale multi-art facilities.

British Council

Ph: (02) 9326 2022

www.britishcouncil.org.au/programmes/arts

British Council is the UK's international organisation for cultural relations and educational opportunities. It 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

Ph: (07) 3842 9120

Local rate number: 1300 365 922

www.cbca.org.au

Children's Book Council of Australia (CBCA) promotes quality literature to young Australians, supports writers and illustrators of children's books and promotes the role of library and literature professionals in bringing children and books together. It manages the annual CBCA Book of the Year Awards and promotes greater equity of access to reading through community projects.

Communitybuilders NSW

www.communitybuilders.nsw.gov.au

Communitybuilders NSW is an online resource that provides information and support 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

Ph: (02) 9394 7600

Free call: 1800 066 844 (within Australia)

www.copyright.com.au

The Copyright Agency is a not-for-profit organisation that provides easy licensing solutions to allow the use of copyright-protected words and images. Fees from licences are paid to creator members. The Agency's Cultural Fund provides grants for a variety of projects to Australian creators.

Creative Partnerships Australia

Ph: (03) 9616 0300

www.creativepartnershipsaustralia.org.au

Creative Partnerships Australia is a federal government agency charged with fostering a culture of private giving to the arts. It helps artists and arts organisations build fundraising capacity and diversify their funding sources, and aims to grow donations, philanthropy, investment, partnerships and volunteering, bringing donors, businesses, artists and arts organisations together to create a sustainable and vibrant arts sector for all Australians.

Destination NSW

Ph: (02) 9931 1111

www.destinationnsw.com.au

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 NSW and Sydney 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 government's goal of doubling overnight visitor expenditure within the state's visitor economy by 2020.

First Nations Australia Writers' Network

www.fnawn.com.au

First Nations Australia Writers' Network (FNAWN) is the peak body for Aboriginal and Torres Strait Islander writers, poets and storytellers. It provides advocacy and skill development opportunities to support and sustain First Nations Australians writing and storytelling.

Local Government NSW

Ph: (02) 9242 4000

www.lgsa.org.au

Local Government NSW (LGNSW) is the peak organisation that represents the interests of NSW general purpose councils, associate members including special purpose councils, and the NSW Aboriginal Land Council. It supports and advocates on behalf of members and delivers a range of services.

Media, Entertainment and Arts Alliance

Ph: 1300 656 512

www.alliance.org.au

Media, Entertainment and Arts Alliance (MEAA) is the union and professional organisation that covers everyone in the media, entertainment, sports and arts industries.

Museums Galleries Australia

Ph: (02) 6230 0346

www.museumsaustralia.org.au

Museums Galleries Australia is the national organisation for the museums sector and is committed to the conservation, continuation and communication of Australia's heritage.

National Live Music Office

Ph: (02) 9935 7875

livemusicoffice.com.au

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. It 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

www.newmusicnetwork.com.au

New Music Network (NMN) is made up of ensembles, individuals and organisations that aim to provoke a culture of new and experimental living music in Australia.

Department of Communications and the Arts

Ph: (02) 6271 1000

www.arts.gov.au

The Department of Communications and the Arts is the Australian Government's arts and culture policy and funding body, providing 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 the arts, 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

Office of Environment and Heritage works with communities to help identify their important places and objects, provide guidance on how to look after heritage items, maintain the NSW Heritage Database – an online list of all statutory heritage items in NSW – and support community heritage projects in NSW through funding and advice.

Philanthropy Australia

Ph: 1300 511 500

www.philanthropy.org.au

Philanthropy Australia is the national peak body for philanthropy and is a not-for-profit membership organisation. It serves a community of funders, social investors and social change agents who are working to achieve positive social, cultural, environmental and community change by leveraging their financial assets and influence.

PlayWriting Australia

Ph: (02) 8274 0900

www.pwa.org.au

PlayWriting Australia is the national new play development organisation. Its mission is to support the development and promotion of great new Australian writing for performance. It works to discover and develop playwrights from all backgrounds, improve the quality of Australian playwriting and advocate for more new work, representative of the diversity of Australia, on stage and in print.

Regional and Public Galleries Association of NSW

Ph: (02) 6622 2209

www.rpg.nsw.gov.au

Regional and Public Galleries Association of NSW represents the interests of more than 40 publicly funded galleries from across regional and metropolitan NSW and the university sector.

Sounds Australia

Ph: (02) 9935 7866

www.soundsaustralia.com.au

Sounds Australia is Australia's national music export initiative, established to provide a strategic, branded platform to assist the Australian music industry in accessing international markets.

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 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 and their collections in its care on to future generations to enjoy. It has a dynamic and diverse program of exhibitions, research and events such as festivals, talks and tours.

Varuna, the Writers' House

Ph: (02) 4782 5674

www.varuna.com.au

Varuna, the Writers' House is a national writers' centre that identifies and develops the best new Australian writing, providing writers with residential space, professional development and pathways to publication.

CONTACT Create NSW

Investment staff administer the ACDP and can be contacted with any funding enquiries between 9 am and 5 pm (AEST/AEDT) Monday to Friday.

General Enquiries

Ph: (02) 8289 6533

OR Free call: 1800 358 594 (NSW only)

Email: arts.funding@create.nsw.gov.au

ASSISTANCE FOR PEOPLE WITH DISABILITY

Create NSW is committed to supporting applicants with disability.

Information can be provided in alternative formats upon request (large print or electronic).

If you require assistance with an application, please contact Create NSW on:

Free call: 1800 358 594 (NSW only)

Ph: (02) 8289 6533

To make a **National Relay Service** call:

- TTY users phone 133 677 then ask for (02) 8289 6533
- Speak and Listen users phone 1300 555 727 then ask for (02) 8289 6533
- Internet Relay users connect to the NRS then ask for (02) 8289 6533



Byron Writers Festival 2016,
featuring scarf installation by Virginia Reid.
Photo: Kate Holmes

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 through the Translating and Interpreting Service (TIS National) on 131 450.

Indicate which language you wish to use and ask to speak to a member of the Create NSW Funding team on (02) 8289 6533.

Please make this call during Create NSW office hours – between 9 am and 5 pm (AEST/AEDT) Monday to Friday.

Arabic

إذا كنت تفضل مناقشة طلبك بلغتك الأم، اتصل بخدمة الترجمة الخطية والشفهية (TIS) على الرقم 131 450 واذكر اللغة التي تود استخدامها ثم اطلب التحدث إلى أحد موظفي Create NSW على الرقم 02) 9995 0533 خلال أوقات العمل بين الساعة 9 صباحاً و 5 مساءً من يوم الإثنين إلى الجمعة.

Chinese

如果您希望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，说明您要用哪一种语言，然后要求跟Create NSW通话，号码是 (02) 9995 0533。

Greek

Αν θα προτιμούσατε να συζητήσετε την αίτησή σας στην πρώτη σας γλώσσα, καλέστε την Υπηρεσία Μεταφραστών και Διερμηνέων (TIS) στο 131 450, υποδείξτε ποια γλώσσα θέλετε να χρησιμοποιήσετε, και ζητήστε να μιλήσετε στο προσωπικό της Create NSW στον αριθμό (02) 9995 0533 κατά τις ώρες γραφείου, 9πμ έως 5μμ, Δευτέρα έως Παρασκευή.

Hindi

यदि आप अपने आवेदन-पत्र के बारे में अपनी मातृ-भाषा में बात-चीत करना चाहते हैं तो कृपया अनुवाद व दुभाषिया सेवा (TIS) को 131 450 पर फोन करें। पहले उन्हें बताएँ कि आप किस भाषा में बात करना चाहते हैं और यह कि आप Create NSW के स्टाफ़ से (02) 9995 0533 पर बात करना चाहते हैं। यह आप कार्यकारी घंटों में यानि कि सोमवार से शुक्रवार, सुबह 9 बजे से शाम 5 बजे तक कर सकते 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 Create NSW al numero (02) 9995 0533 durante l'orario d'ufficio dalle ore 9 alle 17, dal lunedì al venerdì.

Korean

모국어로 신청서에 대해 상의하길 선호하시면 통번역서비스 (TIS)에 131 450으로 전화하셔서 사용하길 원하시는 언어를 제시하신 후에 Create NSW 직원 ((02) 9995 0533)과의 통화 요청을 하십시오. 근무 시간은 월요일에서 금요일, 오전 9시에서 오후 5시까지입니다.

Macdeonian

Ако сакате да зборувате за вашата молба на вашиот мајчин јазик, ве молиме телефонирајте во Службата за писмено и усмено преведување (TIS) на 131 450, кажете им кој јазик сакате да го користите и замолете ги да телефонираат на (02) 9995 0533 за да зборувате со персоналот на Create NSW во текот на работното време, од 9 ч. наутро до 5 ч. попладне, од понеделник до петок.

Portuguese

Se preferir conversar sobre o seu requerimento na sua primeira língua, por favor telefone 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 Create 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 Create NSW y pida que le comuniquen con el (02) 9995 0533, durante horas de oficina, 9:00 am a 5:00 pm, lunes a viernes.

Thai

หากท่านต้องการชี้แจงเกี่ยวกับใบสมัครเป็นภาษาอังกฤษ ท่าน โปรดโทรศัพท์บริการแปลและล่าม (TIS) ที่หมายเลข 131 450 และแสดงความจำนงว่าท่านต้องการล่ามภาษาอะไร และขอให้ติดต่อกับเจ้าหน้าที่ Create NSW หมายเลข (02) 9995 0533 ในช่วงชั่วโมงทำงาน เวลา 9.00 น. ถึง 17.00 น. วันจันทร์ถึงวันศุกร์

Turkish

Başvurunuz hakkında kendi dilinizde görüşmeyi yeğlerseniz, lütfen Pazartesi ve Cuma günleri arası, saat 9 ve 5 arasında 131 450 numaralı telefondan Yazılı ve Sözlü Çeviri Servisi'ni (TIS) arayın ve hangi dili kullanmak istediğinizi bildiriniz ve (02) 9995 0533 numaralı telefondan Create NSW ile konuşmak istediğinizi belirtiniz.

Vietnamese

Nếu quý vị muốn thảo luận bằng tiếng Việt về đơn nộp của quý vị, xin gọi đến Dịch vụ Thông Phiên dịch (TIS) qua số 131 450 và nêu ra ngôn ngữ của quý vị (Vietnamese) và nhờ họ giúp quý vị gọi đến nhân viên của Create NSW qua số (02) 9995 0533 trong giờ làm việc từ 9 giờ sáng đến 5 giờ chiều, thứ Hai đến thứ Sáu.

