

Arts Organisation Fund Guidelines



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At the City of PAE we believe that arts and culture are shapers of places and creators of community and we have a vision for a strong, creative, impactful and sustainable arts ecology.

What is the Arts Organisation Fund?

This Fund aims to provide a mechanism for sustaining, growing and developing creativity, arts and culture in our City by attracting and **supporting professional arts organisations** to the region.

Fund Objectives

The Fund has been designed to:

- Provide a clear process to attract and support Port Adelaide Enfield based professional not-for-profit arts organisations operating at a national level to contribute to the City of PAE creative ecology
- Meet the goals of the [Arts & Culture Strategy](#) through growing our:
 - **Creative reputation:** raising the profile of PAE as a creative destination, attracting creative practitioners and audiences to the region
 - **Creative employment:** support and attract creative organisations that provide sector development and professional pathways for artists and arts workers
 - **Creative audiences and participation:** enable a diversity of creative activity and opportunities for participation for the PAE community
 - **Creative ecology:** strengthen the sustainability and capacity of creative organisations to foster partnerships and collaborations including with local businesses.



Who is eligible?

To be eligible, your organisation must have a clearly defined focus on arts and cultural activity and:

- Be based in and deliver creative outcomes in the City of PAE
- Provide professional pathways for artists and arts workers
- Provide the PAE community with access to quality arts and cultural experiences
- Have a comprehensive strategic plan (minimum three years) demonstrating vision, forward budget, annual program, and audience engagement strategy
- Demonstrate national relevance by providing evidence of current or recent State or Federal funding
- Demonstrate a sustainable budget including multiple income streams
- Be an incorporated not-for-profit (non-government) entity and:
 - have an ABN in the name of the applicant entity
 - currently be solvent
 - have no outstanding debts or funding acquittals due to the City of PAE
 - hold public liability insurance

How much and what can you apply for?

You can apply for either annual funding or triennial funding. The maximum amount that can be applied for is \$40,000 per annum.

Only one application per organisation per round will be considered for funding.

You will need to provide a clear rationale for the requested amount. You will need to identify what percentage of your total operating budget the applied for amount is. The total amount awarded will reflect the scale of your organisation and program outcomes.

Eligible expenses:

- Program costs including materials
- Artist fees and associated engagement costs
- Marketing and engagement initiatives
- Operational costs such as rent

Ineligible expenses:

- Capital works or the purchase of capital items
- Salaries
- Debt or contingencies
- Costs incurred prior to the commencement of the funding period





Timeframes and Assessment

There will be one funding round per financial year with opening and closing dates listed on our website.

All online applications will be assessed on comparative merit after the round has closed. If your application meets the eligibility criteria (see 'Who is eligible?'), it will then proceed to the assessment stage where it will be evaluated by our Assessment Panel against the criteria below to determine if the proposal fits with the PAE City Plan vision, current priorities and financial allocations.

The assessment panel will consist of City of PAE staff and industry. A recommendation is then made to Council for consideration and endorsement. The decision to award funds will be made by

Council and it is final. You will be notified of the outcome of your application shortly thereafter. All correspondence relating to an application will be made by email to the lead applicant.

Successful applicants will be required to sign a funding agreement detailing mutually agreed KPIs, and annual reporting and acquittal obligations. The successful applicant will be subject to robust monitoring processes and measured against agreed outcomes in order to remain eligible for ongoing funding. Any unspent funding must be reimbursed to the City of PAE.

Successful applicants will also be expected to acknowledge Council's funding in any publications or publicity.

Photo Credits:

Cover: Wild Dog, Jacob Boehme Artistic Director, produced by Country Arts SA, photo by Nat Rogers.

Etam Cru's Wonderwalls Mural, photo by James Knowler.

MI:WI, presented by Vitalstatix and Country Arts SA, photo by Gregory Lorenzutti.

Hannah Kent in conversation with Molly Murn at Living Landscapes Writer's Festival, photo by Flavia Watkins (Sondr Creative).

Louise Flaherty in her studio at Post Office Projects, photo by Rosina Possingham.

Assessment Criteria	Weighting	Consideration
Excellence Your organisation's vision, mission, and the artistic rationale and expected outcomes of your proposed activity	25%	Vision and artistic rationale
		Benefit and impact on careers and artistic practice
		Significance of the work within area of practice
		Contribution to diverse cultural expression
Alignment How your proposed activity aligns with priorities outlined in our City Plan 2040 and Arts & Culture Strategy 2020-2025	20%	How the proposal meets PAEs priorities
Impact The community benefit you expect to see as a result of the proposed activity delivered in PAE	30%	Audience engagement and participation
		Diversity and inclusion
		Collaborations and partnerships
		Local economic impact
Viability	25%	Financial management
		Demonstrated experience
		Risk assessment
		Governance

How to Apply

We provide an online application tool to help you prepare and submit your application.

It's available from our website, just visit:

cityofpae.sa.gov.au and search:

Arts Organisation Fund



You are required to discuss your application with the Placemaking and Activation Team Leader before making a submission.

arts@cityofpae.sa.gov.au

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The City of PAE reserves the right to request further information in considering any application, as well as the right to reject any application that does not meet the criteria.