

RADF Application 2024/25 Annual Round

Form Preview

Application and Eligibility

* indicates a required field

The Regional Arts Development Fund is delivered as a partnership between the Queensland Government and Noosa Council to support local arts and culture in regional Queensland.

The objectives of Council's RADF program is to support arts and cultural activities that:

- Increase access to arts and cultural experiences in the Noosa region
- Grow employment and capacity building opportunities for artists
- Deliver against Noosa Council's arts and cultural priorities and promote the value of arts, culture and heritage

Critical steps before applying are:

1) Read the - [RADF Guidelines](#)

2) Contact the Noosa Council Cultural Development Officer to discuss your application prior to submitting via Smartygrants. To discuss an application please email cultdev@noosa.qld.gov.au.

Eligibility

As per the RADF grant guidelines, to be eligible to apply for funding you must:

- Speak to a Noosa Council Cultural Development Officer regarding eligibility and application
- Employ artists in the proposed activity
- Have an active ABN (or an auspice)
- Have a bank account in the name of the legal entity
- Have appropriate insurances
- Have no debt to Council, or have an active payment arrangement with Council
- Have successfully acquitted any previous Council grants

1. Have you read, and do you understand the RADF guidelines? *

- Yes
 No

2. What is the name of the Cultural Development Officer you spoke to regarding your project? *

3. Are you aged 18 years or older? *

- Yes
 No

If you are under 18 years of age you can still apply but you will need to have this application (and other documentation) co-signed by a parent or guardian.

RADF Application 2024/25 Annual Round

Form Preview

Applicant Name

4. Applicant Name *

Title First Name Last Name

--	--	--

This name needs to match the ABN entity name (whether an individual or an organisation). The contact details you provide here will be used for the duration of this grant process. If these details change you will be required to advise Council of any changes.

Australian Business Number (ABN)

5. Do you have an Australian Business Number (ABN)? *

- Yes - please provide your ABN below
- No - please see Auspicing section

6. Applicant ABN

--

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register	
ABN	
Entity name	
ABN status	
Entity type	
Goods & Services Tax (GST)	
DGR Endorsed	
ATO Charity Type	More information
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

Auspice Details

* indicates a required field

Auspice Details

The auspice section activated because the applicant does not have an Australian Business Number (ABN). The application therefore needs to be auspiced by an eligible entity (with an active ABN).

If this application is successful the auspice entity will take full legal and financial responsibility for the delivery of this project and the grant administration, including signing

RADF Application 2024/25 Annual Round

Form Preview

the Funding Deed of Agreement, receiving the grant payment and responsibility for the acquittal report.

It is mandatory to provide an Auspice Agreement or a letter from the Auspice (Organisation or Individual) which indicates they understand and are willing to take on the auspice responsibilities.

Download the [Auspice Facts and Agreement form](#).

Attach a signed auspice agreement here. *

Attach a file:

Recommended maximum file size is 5MB. See Help Guide for Applicants to find out how to attach files.

Auspice name *

Organisation Name

This name needs to match the ABN entity name (whether an individual or an organisation).

Auspice physical address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Auspice phone number *

Must be an Australian phone number.

Auspice email *

Must be an email address.

Auspice website or social media link

Must be a URL.

Auspice ABN *

The ABN provided will be used to look up the following information. Click Lookup above to check that you have entered the ABN correctly.

Information from the Australian Business Register
ABN
Entity name

RADF Application 2024/25 Annual Round

Form Preview

ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type More information
ACNC Registration
Tax Concessions
Main business location

Must be an ABN.

Location

7. Please list key location/s for activities

Suburb	Address	Venue Name (if applicable)

Category and Artform

* indicates a required field

8. Category *

- Creative and Concept Development
- Professional Development
- Project Funding

At least 1 choice and no more than 3 choices may be selected.

9. Artform/s *

- Craft
- Dance
- Design (incl. Architecture and Fashion)
- Digital Arts and New Media
- Heritage
- Interdisciplinary
- Literature/Writing
- Music/Sound
- Screen
- Theatre or Contemporary Performance
- Visual Art
- Other:

No more than 3 choices may be selected.

RADF Application 2024/25 Annual Round

Form Preview

Application Details

* indicates a required field

10. Title *

11. Full description *

Word Limit: 200-300 words. What are you doing, where are you doing it, who is involved, and how are you going to do it

12. Short Description *

Word count:

Must be no more than 50 words.

Summarise the whole proposal. If funded, this description will be used for promotional uses.

13. Who will be involved - please outline full creative team, partners, and/or collaborators? *

Word count:

Must be no more than 100 words.

Include names of all individuals, businesses, organisations involved and outline how they are engaged.

14. How will you reach/engage audiences or participants (if appropriate)? *

Word count:

Must be no more than 100 words.

If you have a Marketing Plan, please attach in the Support Materials section.

Outcomes

* indicates a required field

15. Which Noosa Council Arts Culture Goals and/or Strategies are you addressing? Please select the top 3 outcomes of the proposal from the following list.

Goals: *

- Local artists and artistic content is developed and celebrated

RADF Application 2024/25 Annual Round

Form Preview

- Flourishing creative hubs (physical and virtual) that support collaboration, new work, and industry connectivity
- Diverse, innovative, quality, and accessible arts experiences drive audience appetites and participation in creative industries
- Strong connectivity between arts and cultural sectors and other economic markets

Strategies: *

- Artists are supported to test, develop, and realise ideas
- Investment in professional development and capacity building
- Elevate Noosa artists' profiles and contributions to the region
- Generate opportunities for and support the development of First Nations arts and artists
- Grow arts audiences and opportunities for participation
- Arts dedicated spaces, platforms, and networks are supported to expand and sustain momentum
- Discover untapped and broader markets for creative content

16. How will your proposal deliver these outcomes? *

Word count:

Must be no more than 200 words.

Describe artistic methodology, practice, process, and (if relevant) intended experience for artists, audiences, and/or participants.

17. How does your project benefit the region's broader arts ecology? *

Word count:

Must be no more than 100 words.

Project Viability

* indicates a required field

Project Plan

Applicants must demonstrate that projects are well planned and achievable.

18. Start Date *

Must be a date and between 1/1/2025 and 31/12/2025.

19. End Date *

Must be a date and between 1/1/2025 and 31/12/2025.

20. Key Milestones

RADF Application 2024/25 Annual Round

Form Preview

Please list each major stage of the proposal, including approximate dates.

Approximate Date	Milestone
	To insert or delete lines use the + or - signs or use 'Add More'.

Budget Overview

Clear, specific, and accurate budget information is essential.

- Ensure all project or activity costs are included – all expenses, all income (cash and in-kind), as well as all other acquired or pending grants
- Include the requested RADF grant amount as income
- Artist fees must be paid at industry award rates, recommended, or agreed minimum rates. Please include a breakdown of the fee and the referenced award rate (ie. 4 weeks at MEAA industry rates at \$1200 p/w). See RADF Guidelines for more information.
- Budget items over \$1000 must include a written quote

21. Are you or your organisation registered for GST? *

- Yes – GST must be itemised and included in total grant funds requested.
 No – Budget items should include GST (do not itemise GST separately)

At least 1 choice must be selected.

22. Total Budget *

Must be a number.

RADF will not fund 100% of any project

23. Total RADF Amount Requested *

Must be a number.

Note funding is competitive, and Council cannot approve all requests for financial support. In some cases, only part of the funding amount may be offered to an applicant.

24. Please list the budget items that will be funded by RADF, if successful. *

Please word exactly as shown in budget

Budget Breakdown

The budget MUST balance **TOTAL INCOME = TOTAL EXPENDITURE**

Expenses:

- Include the supplier's name in the expenditure item description.
- Quotes are required for any expenditure items over \$1000.
- Use a separate line for each item

RADF Application 2024/25 Annual Round

Form Preview

Income:

- Include the amount you are requesting from Council.
- In-kind contributions must be given a dollar value.
- As a general guide, volunteer staff hourly rate is \$46 per hour for non-skilled labour and relevant rates for professional services.

Budget

Income	\$	Expenditure	\$
List each source of income including Council grants, other grants, own funds, ticket sales, and in-kind values.		List each item/service you will be purchasing or is being contributed in-kind.	

Budget Totals

Total Income Amount

This number/amount is calculated.

Total Expenditure Amount

This number/amount is calculated.

Quotes

Please provide quotes for the budget items you want funded that are over \$1000. For artist fees over \$1000, please upload individual letters of confirmation.

Attach Quotes

Attach a file:

Co-funding Status

25. Indicate the status of any co-funding, including loans, indicated in your budget above *

- Secured | Co-funding secured and/or received
- Progressing | Applied for funds and awaiting approval/notification
- Intended | Will apply for other funding sources but no application currently submitted
- N/A | Co-funding is not required

At least 1 choice must be selected.

RADF Application 2024/25 Annual Round

Form Preview

26. If there is a funding shortfall, how will you address this? *

Word count:

Must be no more than 100 words.

Risk Management Plan

All projects have an element of risk, for example wet weather, lack of participants etc.

Potential Risk	Action to Mitigate Risk	Responsible Person / Group
To insert or delete lines use the + or - signs or use 'Add More'	Type over the sample text	To insert or delete lines,
For example: Wet weather for outdoor event	Have indoor back up venue	Artist 1

Regulatory and protection requirements

27. Does your project need any of the following permits / licenses / insurances? *

- Public Liability Insurance
- Additional insurances
- Event permit from Noosa Council
- Copyright licenses
- N/A
- Other:

If this application is successful, you will be required to produce proof of the above.

Support Material

* indicates a required field

Artists / Arts Practitioners

The applicant must demonstrate that award rates or industry recommended rates of pay will be made to the arts and cultural workers. If only a portion of the recommended rate is being paid because the professionals are contributing their time in-kind, please list the total rate of pay in the budget and note any in-kind contribution in the income section. Please ensure that artist letters of confirmation include acknowledgment of paid fee and the value of any in-kind contributions.

Ensure the following is provided for each artist or artsworkeer receiving RADF funding.

- Resume/CV - one page in the context of the application
- Letter of Confirmation - artists are available, agree to artist fee, and outline any in-kind contributions

Resumes and/or CVs *

RADF Application 2024/25 Annual Round

Form Preview

Attach a file:

Please attach one consolidated file

Emails or Letters of Confirmation *

Attach a file:

Please attach one consolidated file.

Artistic Merit

Suitable formats to upload include JPEG, MP3, MP4, MPEG Video, PDF, Word files. You can also insert weblinks to your materials. Weblinks won't be 'clickable' on this form, but the RADF Assessor Panel can copy and paste them into a browser to view.

Work Examples *

Attach a file:

Please attach one consolidated file. Choose work most relevant to application

Compiled audio/film/dance content (if relevant)

Attach a file:

Please attach one consolidated file. Max 5 minutes of content. Choose work most relevant to application

Weblink 1 *

For example: websites, instagram, vimeo, soundcloud

Weblink 2

For example: websites, instagram, vimeo, soundcloud

Letters of Support | Partners and/or Community

Partners, specific cultural groups/organisations and/or project target groups mentioned in this application must supply evidence of support and engagement. Letters of Support that outline the impact and benefits of the proposal will be strongly considered.

Attach Letters of Support

Attach a file:

Permits + Approvals

RADF Application 2024/25 Annual Round

Form Preview

28. Does your proposed application involve work/activities on public land, spaces, or buildings (eg. sculptural installations)? Does your application involve working with children? *

- Yes
- No

29. Do you have the necessary approvals (ie. Permits, Blue Card, or any other government approval)? *

- Yes (please attach approvals)
- No (please contact Cultural Development Officer cultdev@noosa.qld.gov.au to discuss)

Necessary Approvals

Attach a file:

Other Support Material

This may include additional quotes, marketing plan, timelines, project plan, conference itineraries. Please clearly label files.

Other Support Material:

Attach a file:

Arts Queensland Priorities

* indicates a required field

Project Target

Arts Queensland and the RADF program are committed to supporting all sectors of the community. The information you provide may be used to measure whether Arts Queensland services are accessible and equitable. Please help us to improve our services by filling out the below questionnaire.

30. Will your project specifically target or involve any of the groups listed below? *

- Aboriginal people and/or Torres Strait Islander people
- Australian South Sea Islander peoples
- People from culturally and linguistically diverse backgrounds
- D/deaf, Disabled and/or living with disability
- Older people (55+ years)
- Young people (12-25 years)
- Children (0-11 years)
- Women
- Non-binary or Other
- Men
- Arts Career Stage - Emerging
- Arts Career Stage - Established
- Not applicable

RADF Application 2024/25 Annual Round

Form Preview

Other:

At least 1 choice must be selected.

Please select 'not applicable' if the proposed activity is open to all members of the community and is not specifically targeted to a specific group.

Participation

Please estimate expected participation below as closely as possible.

**Number of artists/
cultural workers
employed ***

Must be a number.

Total number of artists/people employed as artists/cultural workers over the duration of the activity

**Number of Noosa based
artists/cultural workers
employed ***

Must be a number.

Total number of artists/people employed as artists/cultural workers over the duration of the activity that reside in the Noosa Local Government Area.

**Number of First Nations
artists/cultural workers
employed ***

Must be a number.

Total number of First Nations artists/people employed as artists/cultural workers over the duration of the activity

**Number of other people
employed in other paid
positions ***

Must be a number.

Total number of people employed over the duration of the activity in non artistic/cultural roles.

**\$ value of artists/
cultural workers
employed ***

Must be a dollar amount.

Total amount paid to artists and cultural workers over the duration of the activity.

**\$ value of other people
employed in other paid
positions ***

Must be a dollar amount.

Total amount paid to people employed over the duration of the activity in non artistic/cultural roles.

Number of participants *

Must be a number.

Number of people who actively participate in activities ie. make something in a workshop, participate in training, or creatively contribute as a member of the public

**Number of First Nations
participants ***

Must be a number.

RADF Application 2024/25 Annual Round

Form Preview

Number of attendees *

Must be a number.

Number of people who actively attend activities as audience members ie. See an exhibition, watch a performance, listen to a talk.

Number of attendees from Noosa Local Government Area (LGA) *

Must be a number.

Number of volunteers *

Must be a number.

Number of volunteers engaged to support delivery of activity (including artists)

Priorities

31. What, if any, Arts Queensland Creative Together 2020-2030 priority will your project address? *

- Embrace Brisbane 2032 across Queensland
- Support First Nations-led programming and story telling
- Activate Queensland's places and spaces
- Creating transformational infrastructure to secure Queensland's future
- Drive social change and strengthen communities
- Share our stories and celebrate our storytellers
- Grow local performing arts
- Foster partnerships between the arts, cultural + creative sector, and other sectors to support community creativity and cohesion
- Support Queensland artists, organisations, and businesses to access international markets
- Attract investment to Queensland communities through cultural vibrancy and activations
- Accelerate the growth of Queensland's creative workforce to secure critical skills and capacity
- Support the Queensland Government's commitment to Path To Treaty
- None

Applicant Details

* indicates a required field

32. Applicant physical address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

33. Applicant Phone Number *

RADF Application 2024/25 Annual Round

Form Preview

Must be an Australian phone number.

34. Applicant Email *

Must be an email address.

35. Do you or your organisation identify with any of these groups? *

- Aboriginal people and/or Torres Strait Islander people
- Australian South Sea Islander peoples
- People from culturally and linguistically diverse backgrounds
- D/deaf, Disabled and/or living with disability
- Older people (55+ years)
- Young people (12-25 years)
- Children (0-11 years)
- Women
- Men
- Non-binary or Other
- Arts Career Stage - Emerging
- Arts Career Stage - Established
- None
- Other:

Previous RADF Grants and Feedback

* indicates a required field

36. Have you or your group/organisation previously received a RADF grant? *

- Yes
- No

37. If yes, was your acquittal successful?

- Yes

Certification

* indicates a required field

Privacy Notice

Council will only use personal information you have provided for the purpose of processing this application and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and associated laws. Your personal information is only accessed by persons authorised to do so.

RADF Application 2024/25 Annual Round

Form Preview

Access to your personal information will only be provided to appropriate Council employees and authorised officers. Your personal information will only be disclosed to third parties with your consent, or if required to do so by law.

Your personal information is handled in accordance with [Council's Privacy Policy](#).

Please note the information provided in this application and in any related documentation and discussions may be provided to members of the assessment panel in order to assist Council in assessing your application.

By submitting this application you consent to Council publishing the organisation's name, the project's name, project description and Council's funding contribution. This information may also be used for promoting Council's funding programs.

I agree to the Privacy Statement above: *

- Yes
- No

Certification

I am authorised to complete this form and I agree that:

- all statements made in this application are true
- all necessary permits/approvals will be obtained prior to the beginning of the project
- the project will be covered by appropriate insurance
- all relevant health and safety standards will be met
- Council does not accept any liability or responsibility for the project
- I/my organisation has met all acquittal conditions and has no debt to Council

If successful, I will:

- accept the terms of the grant by submitting the online funding agreement within 4 weeks of notification
- complete the project within twelve months of receiving Council funding
- complete the online acquittal within 30 days of the project end date given in the application

I agree to the above: *

- Yes
- No

Authorised person's name *

Title First Name Last Name

--	--	--

For applicants under 18 years of age, this must be a parent or legal guardian