

# CITY OF KINGSTON GUIDELINES ARTS GRANTS 2021-22

The City of Kingston invites individual artists, not-for-profit arts groups and organisations to make an application to the Arts Grants Program for activities taking place between July 2021 and June 2022.

## Multilingual services are also available:

| <i>Council Contacts:</i>                |                                 |                             |                                     |
|---|---------------------------------|-----------------------------|-------------------------------------|
| Main switchboard<br>9581 4567           | Arabic - عربي 9679 9881         | Cambodian - ខ្មែរ 9679 9882 | All other languages 9679 9887       |
| Facsimile<br>9581 4500                  | Croatian - Hrvatski 9679 9884   | Greek - Ελληνικά 9679 9885  | Including:                          |
| TTY (for hearing impaired)<br>9581 4506 | Vietnamese - Việt-ngữ 9679 9886 | Cantonese - 粵語 9679 9883    | Turkish - Türkçe Spanish - Español  |
|   | Italian - Italiano 9679 9865    |                             | Mandarin - 國語 Polish - Polski       |
|   |                                 |                             | Somali - Soomaali Sinhalese - සිංහල |

## Important dates:

|                            |  |
|----------------------------|--|
| Thursday 28 January 2021   | Applications open at 9am   |
| Wednesday 10 February 2021 | Arts Grants Information Session<br>6pm – 7pm<br>A virtual information session will take place via Zoom.<br>Bookings essential: <a href="#">Register here</a> to attend. (03) 9556 4440 |
| Sunday 28 March 2021       | Applications close at midnight   |
| April-May 2021             | Assessment of applications   |
| July 2021                  | Council meeting to approve funding   |
| July 2021                  | Funding announcements made   |
| August-October 2021        | Processing of grant payments   |
| August 2020 – June 2021    | Projects take place. Acquit your project online within 3 months of completion  |

## INTRODUCTION

Kingston City Council's new Arts and Cultural Strategy 2018-22 aims to create a more inclusive, activated and connected community. Seeking to strengthen creative practice and creative industries in Kingston, the Strategy aims to encourage and facilitate increased opportunities for creative engagement and partnerships between artists, schools, community groups, cultural groups, festivals, businesses, services and our environment.

Five priorities summarise the Plan for 2018-2022:

|                           |  |
|---------------------------|--|
| Priority 1 - Inclusive    | Enhance opportunities to access and participate in arts and culture        |
| Priority 2 - Activated    | Increase activity in creative places and spaces                            |
| Priority 3 - Enterprising | Strengthen creative industry connections and partnerships                  |
| Priority 4 - Connected    | Build stronger social connections across communities                       |
| Priority 5 - Celebrated   | Embracing our unique history, heritage, places and ever-changing community |

In response to this vision, the City of Kingston provides Arts Grants for local artists, not-for-profit art groups and organisations to plan and create arts activities and projects.

For more information on the Arts Grants Program, please contact Amelia Dowling at [Amelia.Dowling@kingston.vic.gov.au](mailto:Amelia.Dowling@kingston.vic.gov.au) or call Ph: (03) 9556 4440.

Alternatively, please visit [kingstonarts.com.au](http://kingstonarts.com.au) for more information.

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## INFORMATION FOR APPLICANTS

### Who can apply?

- If you are applying as an individual or group, you must be an Australian citizen or permanent resident.
- You may not apply for a grant if you received a grant, or administered a grant, from the City of Kingston in the past and that grant has not been satisfactorily acquitted.
- Applications must meet the eligibility criteria requested within the application form.

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### Grant categories

In 2021, there will be three new grant categories. Please select the grant that best suits your project:

1. Arts Projects (up to \$5000)

The purpose of this grant is to fund the creation of art projects that extend the artist's practice. This grant is open to emerging and established artists and their groups. Applicants may live outside the City of Kingston. Project outcomes must be presented with the municipality of Kingston.

2. Community-based art projects (up to \$5000)

Projects in this funding category are led by a community arts worker or a community group, and involve the full participation of community members. Applicants may live outside the City of Kingston. Applicants are encouraged to work with communities based in Kingston. Project outcomes must be presented with the municipality of Kingston.

### 3. Mentorships and Residencies (up to \$1000)

This grant supports the professional development of arts and culture practitioners and workers who live in Kingston e.g. artists, community arts workers, arts managers and administrators, arts marketing officers, technicians.

Grant application forms can be found at <https://www.kingstonarts.com.au/OPPORTUNITIES/Arts-Grants-2021-2022>

Select the grant that best suits your project, then click the link to your application form.

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## **Selection criteria**

The City of Kingston Arts and Cultural Advisory Committee will assess your application. Arts Grants will be assessed on the following criteria:

- Creative, innovative, original concept
  - Capacity to deliver the project
  - Community engagement skills
  - High quality outcomes
  - Capacity to reach your target audience
  - Strong support material
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## **Am I eligible to apply to the program?**

General eligibility requirements include:

- Applicants are eligible to apply for one Arts Grant per funding round
- Have public liability insurance and health and safety policies in accordance with the funding agreement
- Arts Grants are available for Australian citizens and permanent residents only
- Have no outstanding grant acquittals or debts owing to Council
- Propose an activity that does not seek to influence a person's political or non-religious ideology (this does not include community celebrations of cultural festivals).
- Propose an activity which is not primarily for fundraising purposes
- Be able to supply financial information requested
- Be able to meet conditions associated with receiving a grant.

If you are applying as a group, your group must be:

- Not-for-profit and managed by a volunteer board/committee of management
- Incorporated or auspiced by another incorporated organisation that accepts legal and financial responsibility for the project
- Physically located within the City of Kingston municipal boundaries. Consideration may be given to other groups and organisations where 50% or more of their membership comprises Kingston residents or where direct and significant benefit to Kingston residents can be demonstrated

Specific eligibility requirements for each grant category can be found at <https://www.kingstonarts.com.au/OPPORTUNITIES/Arts-Grants-2021-2022>

Click on the link next to your grant category to open the application form. The Eligibility Checklist is the first item on the application form.

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## Have I developed my idea?

Applying for a grant is a competitive process. Your application will be assessed by a Committee with relevant expertise. To ensure the best chance of success, make sure you:

- Email an Arts Officer and arrange a time to speak to them about your project
    - For Performance related applications, please email [Jennifer.OConnor@kingston.vic.gov.au](mailto:Jennifer.OConnor@kingston.vic.gov.au)
    - For Visual Arts related applications, please email [Michelle.James@kingston.vic.gov.au](mailto:Michelle.James@kingston.vic.gov.au)
    - For general advice or other queries, please email [Amelia.Dowling@kingston.vic.gov.au](mailto:Amelia.Dowling@kingston.vic.gov.au)
  - Be sure you have supplied all necessary information and can tick YES to every item on the Eligibility Checklist on your grant application form
  - Answer all parts of every question
  - Be clear and concise
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## What is the selection criteria?

The City of Kingston Arts and Cultural Advisory Committee will assess your application. Arts Grants will be assessed on the following criteria:

- Creative, innovative, original concept
- Capacity to deliver the project
- Democratic community engagement practice when working with community members
- High quality outcomes
- Capacity to reach your target audience
- Strong support material

When creating community-based art projects, the following priorities are also relevant:

- The proposed activity maximises community benefit
  - The proposed service or activity meets any specifically identified Council priorities that may be nominated from year to year and responds to emerging community needs
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## Help!

If you need assistance with developing your project, or with managing the application form, please contact Amelia Dowling via email at [amelia.dowling@kingston.vic.gov.au](mailto:amelia.dowling@kingston.vic.gov.au)

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## Kingston's Community Grants – background

The Arts Grants Program sits within the City of Kingston's Community Grants portfolio. Community Grants prioritise support where:

- The applicant has limited financial means to access other sources of funding
- The applicant has sought funding/in-kind support from other sources, where the applicant is deemed to be in a position to do so
- The applicant is not already in receipt of substantial funding/in-kind support from Council (except for those in receipt of Partnership Grant)
- The applicant is providing a proposed activity that is innovative or unique for the City of Kingston
- The proposed activity incorporates collaboration/partnerships with other groups
- The proposed activity demonstrates sustainability
- The proposed activity aligns with the Victorian Charter of Human Rights and Responsibilities Act 2006

You can view the Community Grants Policy here:

<https://www.kingston.vic.gov.au/Community/Community-Grants>

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www.kingstonarts.com.au