

Artsbridge

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Program guidelines

This program supports:

- Tasmanian individuals and groups to travel for arts or cultural heritage opportunities.

and

- Tasmanian individuals, groups and organisations to bring professionals to Tasmania for arts or cultural heritage activities (including professional development opportunities or workshops)

For more information, please visit [Artsbridge](#).

Eligibility

As the applicant, you must be:

- an individual artist who has lived in Tasmania for six of the past 12 months
- a member of a group of artists with one member who has have lived in Tasmania for six of the past 12 months
- an arts organisations based in Tasmania
- a cultural heritage organisation based in Tasmania.

You must also meet our [general eligibility requirements](#).

Overdue acquittals

If you have received support from Arts Tasmania in the past and have an overdue acquittal you are not eligible to receive more support until the acquittal is submitted and approved. Arts Tasmania will contact you if you have any overdue acquittals.

I confirm that I have read and understood the eligibility requirements for this program. *

☐ Yes

Help with your application

We encourage you to talk to our grants team about your application before the closing date.

You can also talk to the grants team about other methods of applying.

You can contact Arts Tasmania on 03 6165 6666 or grants@arts.tas.gov.au

You can also book an online meeting to discuss your application using [Bookings](#).

To view the results of past rounds, see [past decisions](#).

Your details

* indicates a required field

You can apply as an individual, a group or an organisation.

A group has more than one member but it is not incorporated. An organisation is incorporated by law.

If you are applying as a group please select 'Individual'. You can then enter the details of the main contact of your group. This artist must have lived in Tasmania for six of the past 12 months.

See [general eligibility](#) for more information.

Name *

☐ Individual ☐ Organisation

Organisation Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Preferred name

If different to your legal name.

Are you applying on behalf of a group? *

- ☐ Yes
☐ No

Name of group *

Please give your group a title which, if you are successful, will appear in the list of grant recipients.

Legal and financial responsibility for the grant

One member of the group must take legal and financial responsibility for the grant. This artist must have lived in Tasmania for six of the last 12 months.

If the application is successful, they will sign the grant deed and have their name listed on Arts Tasmania's website.

Contact person

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This person will be Arts Tasmania's contact for the grant.

Name *

Title

First Name

Last Name

Position *

Email *

Phone

Organisation chair

This person will be the formal contact for the grant.

Name *

Title

First Name

Last Name

Position *

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

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

☐ Yes

☐ No

Tax requirements

Grants paid by Arts Tasmania may be considered part of your income in a financial year and may be subject to tax.

Arts Tasmania can't provide tax advice. If you have questions, please contact your financial adviser or contact the Australian Taxation Office on 13 28 66.

Australian Business Number (ABN)

Australian Business Number (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.
You can use the [ABN Lookup website](#) to search for your ABN and related information.

If your ABN is not registered in Tasmania, please explain why:

Word count:
Must be no more than 100 words.

Your contact details

If applying as an organisation, enter the organisation's contact details.

Street address *

Address

This must be a street address.

Postal address *

Address

Email *

Phone

Website

Auspicing

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You can nominate an organisation to auspice your grant. For more information on auspicings, please read Arts Tasmania's auspicings guidelines.

If your application is successful, you must provide a fully signed copy of the auspicings agreement between you and the organisation to Arts Tasmania before any grant funds can be paid. This agreement must outline all services to be offered and the fee you are paying the organisation.

If you nominate to have your grant auspicings, both you and the auspicings organisation will need to sign the grant agreement or deed.

The grant funds will then be paid to the organisation to manage on your behalf.

Arts Tasmania does not allow auspicings in the following circumstances:

- where the artist is an employee or director of the auspicings organisation
- where there is not a genuine fee for service relationship in place, supported by an agreement
- organisations cannot auspicings grants on behalf of other organisations.

Are you planning to have your grant auspicings? *

- ☐ Yes
☐ No

Details of auspicings organisation

Name of auspicings organisation *

Organisation Name

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.

Contact person *

Phone number *

Must be an Australian phone number.

Email *

Must be an email address.

About you

These questions allow us to better understand the people applying to our programs.

Arts Tasmania may use this information as part of statistical reports but it will not be used for any other purpose without your permission.

What is your gender identity?

Date of birth

Do you identify as a person with disability?

- ☐ Yes
- ☐ No

Do you identify as a person from a culturally and linguistically diverse background?

- ☐ Yes
- ☐ No

Do you identify as Aboriginal and/or Torres Strait Islander?

- ☐ Yes
- ☐ No

Group members

* indicates a required field

Provide details for each member of the group.

Use the + and - buttons at the right hand side to add and remove rows.

Name *

Title	First Name	Last Name
<div></div>	<div></div>	<div></div>

Date of birth

Street address *

Address

Contact email

Must be an email address.

Activity details

* indicates a required field

Activity type *

- ☐ Travel in Tasmania
- ☐ Travel in Australia
- ☐ Travel overseas

Activities in Tasmania (intrastate)

- You can apply for up to \$1,000 per Tasmanian artist for activities that include one overnight stay outside your Local Government area.

If applying on behalf of a group, you can apply for:

NUMBER OF TASMANIAN ARTISTS

AMOUNT

1

Up to \$1,000

2

Up to \$2,000

3

Up to \$3,000

4 or more

Up to \$5,000

Activities in Australia (interstate)

You can apply for up to \$3,000 per Tasmanian artist.

If applying on behalf of a group, you can apply for:

NUMBER OF TASMANIAN ARTISTS

AMOUNT

1

Up to \$3,000

2

Up to \$6,000

3

Up to \$9,000

4 or more

Up to \$10,000

Activities overseas (international)

You can apply for up to \$3,000 per Tasmanian artist.

If applying on behalf of a group, you can apply for:

NUMBER OF TASMANIAN ARTISTS

AMOUNT

1

Up to \$3,000

2

Up to \$6,000

3

Up to \$9,000

4 or more

Up to \$10,000

Activity type *

☐ Bringing professionals to Tasmania for arts or cultural heritage activities

Bringing arts professionals to Tasmania

You can apply for up to \$3,000 per arts or cultural heritage professional that you are bringing to Tasmania.

If applying to bring a group of professionals to Tasmania, you can apply for:

NUMBER OF PROFESSIONALS

AMOUNT

1

Up to \$3,000

2

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Up to \$6,000

3

Up to \$9,000

4 or more

Up to \$10,000

Activity title *

Please give your activity a title - for example 'create new work' or 'record an album'. If you are successful, this title will be listed on the Arts Tasmania website.

Activity dates

Activities can commence from 1 January 2025.

Enter your approximate start and end dates below.

Expected start date *

Expected finish date *

Applications will be assessed by a multi-artform panel of peers from the [Cultural and Creative Industries Expert Register](#).

They will use the following criteria to assess your application:

- quality
- planning
- benefit

For more information, visit [Artsbridge](#) and [how are decisions made](#).

This part of the application is where you describe your activity to the peers.

Tell us about your activity. Why is it important? *

Word count:

Must be no more than 800 words.

Tell us about yourself and any others involved in the activity. *

Word count:
Must be no more than 400 words.

Location of activity

Please list the locations where your activity will take place (town/suburb).
Use the + and - buttons at the right hand side to add and remove rows.

Location

Address

Any, but at least one field is required.

Financial information

Note: If you are registered for GST, figures should be GST exclusive. If you are not registered for GST, figures reported should include GST.

Expenses

List all expected costs for your activity by selecting from the **Item** drop-down menu and entering the dollar amount in **Expense amount**.

Use the **Description** column to explain what the cost covers and how it was calculated.

Artist wages and fees

Arts Tasmania expects that artists and arts professionals are paid fairly for their work. See [artist wages and fees](#) for more information.

If you are not including artist wages and fees as expenses, please explain why in the **Budget notes** section.

Cash costs

These are costs that you need to spend cash on. You can enter as many items as you need to.

Use the + and - buttons at the right hand side to add and remove rows.

Item	Expense amount (AUD \$)	Description
	\$	

Total cash costs

\$

This number/amount is calculated.

In-kind costs

In-kind contributions add to the overall value of your activity. These are costs that you don't spend cash on but are provided by you or others free of charge or at a discount.

This section does not contribute to the grant request.

Use the + and - buttons at the right hand side to add and remove rows.

Item	Expense amount (AUD \$)	Description
	\$	

Total in-kind costs

\$

This number/amount is calculated.

Total expenses

\$

This number/amount is calculated.

Total cash costs + Total in-kind costs.

Income

List all expected income for your activity by selecting from the **Item** drop-down menu and entering the dollar amount in **Income amount**.

Use the **Description** column to explain where the income is coming from.

You can include more detail on any unconfirmed income in the **Budget notes** section.

You do not need to include your Arts Tasmania grant request in this list. It is automatically calculated at the bottom of this page based on the information you have entered.

Cash income

You can enter as many items as you need to.

Use the + and - buttons at the right hand side to add and remove rows.

Item	Income amount (AUD \$)	Description	Confirmed
	\$		

Total cash income

\$

This number/amount is calculated.

Budget notes

Please provide any extra information around activity costs or income here.

Budget notes

Word count:

Must be no more than 100 words.

Your grant request

We have calculated your Arts Tasmania grant request based on the information you have entered above.

If the amount is correct, continue to the next page. If not, review the figures above.

Total cash expenses

\$

This number/amount is calculated.

Total cash income

\$

This number/amount is calculated.

Total grant request

\$

This number/amount is calculated.

Your grant request

We have calculated your Arts Tasmania grant request based on the information you have entered above.

If the amount is correct, continue to the next page. If not, review the figures above.

Total cash expenses

\$

This number/amount is calculated.

Total cash income

\$

This number/amount is calculated.

Total grant request

\$

This number/amount is calculated.

Support material

* indicates a required field

You need to provide support material as part of your application. Some material is required, and some is optional.

We require:

- a combined CV or biography for all artists involved (no more than two pages total)
- up to five items (recommended) of artistic support material.

You may also include:

- evidence of collaborations or partnerships (no more than two pages total)
- up to two relevant letters of support.

Support material can be provided as web links or electronic files. Please make sure that all links and files provided can be opened on all types of computers.

Arts Tasmania recommends a maximum of five items of artistic support material. This includes all web links and attachments.

For more information see [support material](#).

Web links

Please make sure that any web links you provide are active and easily accessible. Include passwords if required.

Avoid providing links for membership only or subscription sites like social media and paid streaming services where possible.

Use the + and - buttons at the right hand side to add and remove rows.

Link	Description	Password (if required)
Must be a URL.		

Attachments

Support material can be provided in any of the following formats:

- Video (MP4, QuickTime, Windows Media)
- Audio (MP3 Windows Media)
- Images (JPEG, PowerPoint)
- Written material (Word, PDF)

Each file should be no larger than 5 MB.

Use the + and - buttons at the right hand side to add and remove rows.

Attachments	Description

Aboriginal or Torres Strait Islander cultural content

If your activity involves Aboriginal or Torres Strait Islander content, your application must provide evidence of how you are working with the Aboriginal community.

Please refer to the Australia Council for the Arts' [Protocols for using First Nations Cultural and Intellectual Property in the Arts](#).

The Tasmanian Government's [Office of Aboriginal Affairs](#) can provide advice on working with Tasmanian Aboriginal people and organisations.

If you are unsure about this requirement please contact Arts Tasmania at grants@arts.tas.gov.au

Does this activity involve Aboriginal or Torres Strait Islander cultural content? *

- ☐ Yes
☐ No

Please attach your plans for working together with working with Tasmanian Aboriginal people and organisations:

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Statistics

* indicates a required field

This information is used to improve Arts Tasmania's programs and processes.

Please select the main area of practice for your activity.

Select all types that relate to your activity. *

- | | | |
|---|--|--|
| <input type="checkbox"/> Capacity building | <input type="checkbox"/> International - outbound activity | <input type="checkbox"/> Publishing |
| <input type="checkbox"/> Collaboration | <input type="checkbox"/> Mentorship | <input type="checkbox"/> Recording |
| <input type="checkbox"/> Community participation | <input type="checkbox"/> Narrative or documentary screen development or production | <input type="checkbox"/> Research and development |
| <input type="checkbox"/> Exhibiting | <input type="checkbox"/> New work | <input type="checkbox"/> Residency |
| <input type="checkbox"/> Festival | <input type="checkbox"/> Performing | <input type="checkbox"/> Screen industry development |
| <input type="checkbox"/> Interactive games development | <input type="checkbox"/> Professional development | <input type="checkbox"/> Touring |
| <input type="checkbox"/> International - inbound activity | | |

Does this activity involve people with disability? *

- ☐ Yes
☐ No

For more information see [Arts and Disability](#).

Does this activity involve people from a culturally and linguistically diverse background? *

- ☐ Yes
☐ No

For more information see [Cultural Diversity](#).

Does this activity involve people from an Aboriginal or Torres Strait Islander background? *

- ☐ Yes
☐ No

For more information see [Aboriginal and Torres Strait Islander cultural content](#).

How did you first find out about this opportunity? *

- ☐ Arts Tasmania's newsletter
☐ Arts Tasmania's website
☐ Contact with a staff member
☐ Social media
☐ Word of mouth

Employment statistics

This information helps us to understand the financial impact of our grants.

It is not used in the assessment of your application.

Roles

How many paid and unpaid roles are involved in your activity?

Artistic roles

This can include roles like artists, performers, writers, costume designers and any one else who is making an artistic contribution.

Paid - full time	Paid - part time	Unpaid - full time	Unpaid - part time
Must be a number.	Must be a number.	Must be a number.	Must be a number.

Other roles

This can include roles like administrators, technicians, front of house staff and any one else who isn't making an artistic contribution.

Paid - full time	Paid - part time	Unpaid - full time	Unpaid - part time
Must be a number.	Must be a number.	Must be a number.	Must be a number.

Certification

* indicates a required field

Assessment of applications

Peers from the Cultural and Creative Industries Expert Register will assess all applications and make a recommendation for funded activities to the Minister for the Arts. The Minister will make a decision based on that recommendation.

Decisions made by the Minister for the Arts are final and can only be appealed if the grounds for appeal are met.

For more information, please visit [how are decisions made](#) and [past decisions](#).

Appealing a decision

Arts Tasmania may reconsider a decision if the applicant can demonstrate a proven conflict of interest, error in process or discrimination.

For more information, please read the [grounds for appeal](#).

Working with children

Arts Tasmania is committed to encouraging the involvement of young people and children in the arts, both as participants in the creative process and as audience members. Such involvement needs to be within a set of safeguards that protect children from exploitation and harm.

If you are successful in receiving support from Arts Tasmania, and your activity involves people under the age of 18, you will be obligated to abide by the Australia Council for the Arts' protocols for working with children and any relevant laws and regulations that apply in Tasmania or other jurisdictions where the supported activity is taking place.

Details on the requirements in Tasmania are available at: www.cbos.tas.gov.au/topics/licensing-and-registration/work-with-vulnerable-people www.justice.tas.gov.au/working_with_children

The Australia Council for the Arts' protocols for working with children are available at: www.australiacouncil.gov.au/funding/children-in-art-protocols

Logos and acknowledgement

If your application is successful, you must acknowledge the the Tasmanian Government in all promotional material and publications about your activity. This can include posters, online advertisements, books, CDs, or exhibition catalogues.

For more information please visit [logos and acknowledgement](#).

Right to information

Information you provide to the Department of State Growth and details of assistance may be subject to requests for public disclosure under the [Right to Information Act 2009](#).

Personal information collection

You are providing personal information to the Department of State Growth, which will manage that information in accordance with the [Personal Information Protection Act 2004](#). The personal information collected here will be used by the Department for the purpose of assessing your application and related activities. Failure to provide this information may result in your application not being assessed or records not being properly maintained. The Department may also use the information for related purposes, or disclose it to third parties in circumstances allowed for by law. You have the right to access your personal information by request to the Department and you may be charged a fee for this service.

Certification

I certify that:

All the details supplied in this application form are correct. *

☐

I have read and understood the section on acknowledging support from the Tasmanian Government if this application is successful. *

☐

I have read and understood the section on the assessment of applications and accept the terms. *

☐

I have read and understood the section on Confidentiality and the Right to Information Act and accept the terms. *

☐

I have read and understood the section on appealing a decision and accept the terms. *

☐

I understand that Arts Tasmania reserves the right to publish and/or promote the names (including the name of your group), activity titles and awarded grant amounts of all successful applicants across all media, and that this information will also be published on the Arts Tasmania website. *

☐

Details of authorised person

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Please enter your details to show that you are authorised to apply on behalf of your organisation.

Name *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Must be a senior staff member, board member or appropriately authorised volunteer.

Position *

Position held in organisation (e.g. CEO, Artistic Director, Treasurer)

Email *

Must be an email address.

Phone number

Must be an Australian phone number.

We may contact you to verify that this application is authorised by the organisation.

Press the 'Next Page' button to review your application.

Once your application is complete and you do not wish to make any further changes press 'Submit'.

You will receive a confirmation email which lets you know we have received your application. If you do not immediately receive this email please contact us.

You can print or download a copy of your application after it has been submitted.