

## Individuals and groups

\* indicates a required field

### Program guidelines

This program supports individuals and groups to take up activities that further their careers, enrich their artistic practice and contribute to Tasmania's arts sector.

You can apply for up to \$30,000 towards eligible costs.

For more information, please visit the [Arts Tasmania website](#).

### Eligibility requirements

This program is for:

- individual artists who have lived in Tasmania for six of the last 12 months
- groups with at least one Tasmanian member who has lived in Tasmania for six of the last 12 months.

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

**I confirm that I have read and understood the program guidelines and 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 contact us on 03 6165 6666 or [grants@arts.tas.gov.au](mailto:grants@arts.tas.gov.au), or book an online meeting to discuss your application using [Bookings](#).

To view the results of past rounds, see:

- [2022 decisions](#)
- [2021 decisions](#)
- [2020 decisions](#)
- [2019 decisions](#)

## Your details

\* indicates a required field

You can apply as an individual or a group.

A group has more than one member but it is not incorporated.

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### Are you applying as an \*

- ☐ Individual  
☐ Group

### Name of group \*

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

## 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.

They will be Arts Tasmania's contact for the grant.

If the application is successful, they will sign the grant deed.

### Name \*

Title First Name Last Name

This must be your full legal name.

### Preferred name

If different to your legal name.

### 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. You must determine your own taxation liabilities. We suggest you consult 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

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Entity name
ABN status
Entity type
Goods & Services Tax (GST)
DGR Endorsed
ATO Charity Type <a href="#">More information</a>
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

### Street address \*

Address

  

This must be a street address.

### Postal address \*

Address

  

### Email \*

### Phone \*

### Website

## Auspicing

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

If your application is successful, you must provide a fully signed copy of the auspicing agreement between you and the organisation to Arts Tasmania before any grant funds can

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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 auspiced, both you and the auspicing 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 auspicing in the following circumstances:

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

**Are you planning to have your grant auspiced? \***

- ☐ Yes  
☐ No

### Details of auspicing organisation

**Name of auspicing 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	<a href="#">More information</a>
ACNC Registration	
Tax Concessions	
Main business location	

Must be an ABN.

**Contact person \***

**Position \***

**Phone Number \***

Must be an Australian phone number.

Email \*

Must be an email address.

About you

These questions help us to 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

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**Street address**

Address

  

**Contact email \***

Must be an email address.

## Activity

\* indicates a required field

**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.

## Dates

Activities can commence from 1 October 2024.

Enter approximate start and end dates below.

**Expected start date \***

If you are not sure, please pick an approximate date.

**Expected finish date \***

If you are not sure, please pick an approximate date.

## Assessment criteria

Arts Tasmania uses peer assessors from the [Cultural and Creative Industries Expert Register](#). Peer assessors are people who work in, or are engaged with, the arts and cultural sectors such as artists, administrators, or other professionals.

All eligible applications to this round will be assessed by a multi-artform peer panel against the criteria of:

### CRITERION

#### THINGS PEERS MAY CONSIDER

##### QUALITY

- Is the activity conceptually strong?
- Why is the activity important?
- Are the people involved experienced, or show the potential to develop and grow?

##### PLANNING

- Is the activity financially feasible?

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- Is the timeline reasonable and achievable?
- What partnerships are in place to help the activity?

### BENEFIT

- How does the proposed activity benefit the applicant, the artist, or the community?
- What is the audience experience?

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

Please briefly explain the activity that you are asking for grant funds towards below.

### Activity summary \*

Word count:  
Must be no more than 150 words.

### Activity details

This part of the application is where you can describe your activity to the peers in more detail and address the assessment criteria.

### Tell us more 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


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Any, but at least one field is required.

### Financial information

For information on eligible costs and activities, please see the [Arts Tasmania website](#).

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

Arts Tasmania expects that artists are paid fairly for their work. Artist wages and fees should be included in all application budgets.

For more information, please visit [wages and fees](#).

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.

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

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

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

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

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\$

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.

Support material can be provided as web links or electronic files.

We require:

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

You may also include:

- a more detailed activity plan and timeline
- evidence of collaborations or partnerships (no more than two pages total)
- up to two relevant letters of support.

Peer assessors are only required to view five items of artistic support material. This includes all web links and attachments.

Please make sure that all links and files provided can be opened on all types of computers.

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

## Web links

Please make sure that any web links you provide are active and easily accessible. Provide 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](mailto: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 working with Tasmanian Aboriginal people and organisations:**

Description

### 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. \***

[What do we mean by area of practice?](#)

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**Select any other areas of practice for your activity. You can select as many as you need to.**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Aboriginal arts and cultural practice   | <input type="checkbox"/> Cross-artform         | <input type="checkbox"/> Opera              |
| <input type="checkbox"/> Classical ballet                        | <input type="checkbox"/> Curatorial writing    | <input type="checkbox"/> Orchestras         |
| <input type="checkbox"/> Classical music                         | <input type="checkbox"/> Design                | <input type="checkbox"/> Physical theatre   |
| <input type="checkbox"/> Collaborative/devised theatre           | <input type="checkbox"/> Experimental practice | <input type="checkbox"/> Poetry             |
| <input type="checkbox"/> Community arts and cultural development | <input type="checkbox"/> Fiction               | <input type="checkbox"/> Popular dance      |
| <input type="checkbox"/> Contemporary dance                      | <input type="checkbox"/> Interactive gaming    | <input type="checkbox"/> Screen             |
| <input type="checkbox"/> Contemporary music (art music)          | <input type="checkbox"/> Music theatre         | <input type="checkbox"/> Text based theatre |
| <input type="checkbox"/> Contemporary music (popular)            | <input type="checkbox"/> Non fiction           | <input type="checkbox"/> Visual arts        |

**Select all types that relate to your activity. \***

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Capacity building             | <input type="checkbox"/> International - inbound activity  | <input type="checkbox"/> Publishing               |
| <input type="checkbox"/> Collaboration                 | <input type="checkbox"/> International - outbound activity | <input type="checkbox"/> Recording                |
| <input type="checkbox"/> Community participation       | <input type="checkbox"/> Mentorship                        | <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"/> Touring                  |
| <input type="checkbox"/> Interactive games development | <input type="checkbox"/> Professional development          |   |

**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 includes 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 includes 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

Staff from the Department of State Growth will review all applications to ensure applicants are eligible. We may contact you to ask for more information if eligibility is unclear.

Peers from the [Cultural and Creative Industries Expert Register](#) will assess all eligible applications and make a recommendation for funded activities to the Minister for the Arts. The Minister will make a decision that considers the recommendations of the peers.

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](#).

### 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](#).

### 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 Art's protocols for working with children and any relevant laws and regulations that apply in Tasmania or other jurisdictions where the funded 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](http://www.cbos.tas.gov.au/topics/licensing-and-registration/work-with-vulnerable-people)[www.justice.tas.gov.au/working\\_with\\_children](http://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](http://www.australiacouncil.gov.au/funding/children-in-art-protocols)

### 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

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**I certify that:**

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

☐

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

☐

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

☐

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

☐

**If successful, I agree to the conditions of grant including holding current public liability insurance and a valid working with vulnerable people card (if relevant). \***

☐

**I have read and understood the section on Confidentiality and the Right to Information 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. \***

☐

**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.**