



TWEED SHIRE SALT CULTURAL ARTS FUND

GUIDELINES



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Ray Group Statement

An initiative of the late Brian Ray, former Managing Director of Ray Group, developer of Salt Village, the Tweed Shire Salt Cultural Arts Fund has been established to encourage and support cultural activities within the Tweed Shire.

Following each major event at Salt Village's Central Park, Mr Ray offered to donate \$25,000 to a fund to be administered by the Tweed Shire Council Community Cultural Development Advisory Committee. The Tweed Shire Salt Cultural Arts Fund will serve as a vehicle for distributing these funds to fledging arts and cultural groups and activities in the Tweed.



The fund was a vision of Mr Ray and it will be a lasting tribute to his understanding that life in this magnificently beautiful part of the world is greatly enriched by the inclusion of opportunities for the enjoyment of visual and performing arts.

It is not the Ray Group's expectation that all artists who receive a grant via the Tweed Shire Salt Cultural Arts Fund need to perform and/or exhibit at Salt Central Park. Rather than be prescriptive, the Ray Group wish to promote the arts and cultural talent of the broader Tweed region.

Salt Village is a 73-hectare masterplanned retail, resort and residential village in South Kingscliff and features 1.2kms of beach frontage and 13.5ha of parks – including Central Park - and almost 7 kms of bicycle tracks and walkways.

Tweed Shire Salt Cultural Arts Fund Guidelines

1. Background Information

Tweed Shire Council's Cultural Policy, which was adopted by Council in 1999 recognises the direct contribution art and culture make to the local community's quality of life, sense of identity and future opportunities.

The Policy incorporates eight strategic elements or guiding principles, which have been identified and agreed upon as desirable priority goals to enhance and enrich the cultural life of the community. These are:

Key element	Goal
Distinctiveness	To promote an understanding of the contribution arts and culture make to local identity, sense of place and quality of life
Equity and Access	To encourage a broad representation in, and equitable access to, cultural development and arts initiatives
Cultural Diversity	To recognise, support and promote the rich cultural diversity inherent in the art and heritage of the Tweed including the Aboriginal & Torres Strait Islander culture and multicultural community
Built and Natural Environment	To preserve, develop and promote the heritage, distinctiveness and identity of the Tweed's built and natural environment
Youth	To encourage active and equitable Youth participation in the arts and cultural development initiatives
Employment and Economic	To identify the potential links between cultural and economic activities within the Tweed Shire, and to maximise the benefits to the community as a whole
Training and Skills	To improve skills development, training and employment opportunities for local cultural, arts, crafts and related industry workers
Facilities	To maximise current facilities provided by Council for cultural activities and actively seek ways of improving and increasing the range of available facilities

The Policy provides a framework for Council to manage the Tweed's cultural resources and enables a cohesive and strategic approach to ongoing cultural development.

Cultural Vision:

The Tweed as a vibrant and respected creative arts precinct that provides pleasure and recreation for the community, sustains and encourages local artists, and promotes our artistic wonders to the world.

Cultural Objective:

To inspire creativity, local identity, sense of place and quality of life.

2. What is the Tweed Shire Salt Cultural Arts Fund?

The Tweed Shire Salt Cultural Arts Fund is an exemplary initiative designed to create long-term cultural, economic and social benefits for the people of the Tweed Shire. The cultural fund has been initiated by the Ray Group in partnership with Tweed Shire Council and is funded by the fees and charges derived from SALT Central Park major events.

The fund aims to support Tweed Shire Council's cultural policy by funding a broad range of cultural and arts related projects that reflect the spirit of the policy's eight strategic elements and guiding principles and contributes to the cultural wellbeing of the community.

The Tweed Shire Salt Cultural Arts Fund is administered by Tweed Shire Council twice a year and comprises two separate funding categories:

- (a) Community Projects
- (b) Individual Initiatives and Arts & Cultural Incentives Program

Please note that both categories have separate eligibility and criteria requirements. Applicants are advised to read the criteria for each of the funding categories to assess eligibility and suitability.

2.1 The key objectives of the Tweed Shire *Salt Cultural Arts Fund* aim to:

- create opportunities for new, innovative and exciting cultural concepts
- assist locally determined community cultural development activities
- provide locally-based groups and individuals with the opportunity to further their artistic and cultural talents
- nurture sustainable cultural, economic and social development outcomes
- support the development of partnership projects
- strengthen cultural networks, information exchange and co-operative relationships
- maximise employment and professional development opportunities for local cultural industry workers
- increase skills development, training and mentoring initiatives

3. Guidelines and Criteria

A limited number of small grants of between \$500 and \$3,000 are available to organisations and individuals who comply with the following guidelines and criteria as per 3.2 and 3.3.

3.1 Closing Dates

There are two rounds of funding per year, these are:

- ❑ Last Friday in February for projects starting after the 1st July of same year
- ❑ Last Friday in July for projects starting after 1st January the following year

3.2 Funding Category (a): Community Projects

3.2.1 Funding Amounts

Limited grants of \$1,000 - \$3,000 are available. Applicants must demonstrate that they have endeavoured to seek funds or in-kind contributions from other sources when seeking amounts over \$1,000.

3.2.2 Who is eligible?

Applicants must meet **all** of the following eligibility criteria:

Applicants must:

- be based in the Tweed Shire
- be a not-for-profit organisation/agency/group
- hold adequate public liability insurance

3.2.3 What activities are eligible

All cultural and arts initiatives which satisfy the objectives of the Tweed Shire Salt Cultural Arts Trust Fund as outlined in 2.1.

3.2.4 What activities are NOT eligible?

The following activities are not eligible:

- The costs of organising and running competitions, prizes, awards or fundraising events
- Operational costs for Annual Festivals are not eligible BUT the Salt Cultural Arts Trust Fund WILL fund specific cultural and creative arts projects that are to be included in the festival program
- Administrative costs are not eligible
- Retrospective projects/activities
- Applicants that live outside the Tweed Shire
- Capital Works Infrastructure projects (eg renovation or maintenance) and projects involving purchase of significant assets (eg computers, video cameras etc.,)

3.2.5 Assessment Criteria

Each application will be assessed according to the degree in which it:

- Addresses the Salt Cultural Arts Trust Fund objectives as set out in *item 2.1*
- Aims to achieve artistic merit
- Expands community participation in and /or audiences for cultural and arts activities
- Enhances and compliments the Shire's existing calendar of cultural events
- Shows evidence of adequate planning and a capacity to manage the project
- Provides evidence of consultation with and support from the community
- Demonstrates an attempt to obtain financial and/or in-kind assistance from other sources

3.3 Funding Category (b): Individual initiatives and Arts & Cultural Incentive Program

This category is designed for individuals or unincorporated 'groups' who require funds to assist their creative and/or professional development.

The key objectives of this program are to provide professional development opportunities for arts and cultural practitioners and enable artistic exchanges and interaction.

3.3.1 Funding Amounts

Limited grants of \$500 - \$1,000 are available.

Applicants must demonstrate that they have endeavoured to seek funds or in-kind contributions from other sources.

3.3.2 Who is eligible?

Applicants must meet the following eligibility criteria:

Applicants must be:

- ❑ Residents of the Tweed Shire
- ❑ A not-for-profit organisation/un-incorporated group/individual

3.3.3 What activities are eligible

All cultural and arts initiatives which satisfy the objectives of the Salt Cultural Arts Trust Fund as outlined in 2.1.

Activities could include:

- ❑ Residencies
- ❑ Fellowships
- ❑ Scholarships
- ❑ Study Programs, Seminars, Workshops and Eisteddfods
- ❑ Professional development activities in line with arts and creative practice

3.3.4 What activities are NOT eligible?

The following activities are not eligible:

- ❑ The costs of organising and running competitions, prizes, awards or fundraising events
- ❑ Administrative costs
- ❑ Retrospective activities
- ❑ Applicants that live outside the Tweed Shire
- ❑ Projects involving purchase of significant assets (eg computers, musical instruments, video cameras etc.,)

3.3.5 Assessment Criteria

Each application will be assessed according to the degree in which it demonstrates:

- ❑ potential to significantly progress and advance the applicants long term practice/career/professional development
- ❑ evidence of consultation with, and support from the community
- ❑ an attempt to obtain financial and/or in-kind assistance from other sources
- ❑ evidence of invitation to participate in proposed activity

3.4 Assessment Process

- ❑ Applications will be assessed by Tweed Shire Council's Community Cultural Development Advisory Committee in accordance with the objectives, criteria and eligibility outlined in: 2.1; 3.2.2; 3.2.3; and 3.2.5
- ❑ The Community Cultural Development Advisory Committee will make formal recommendations to Council for approval of funds
- ❑ Successful applicants will be advised by mail within 6 weeks of the closing date
- ❑ Committee decision is final and no communication will be entered into

3.5 Grant Conditions and Acquittal Requirements

The following conditions apply to all grants:

- ❑ The Tweed Shire Salt Cultural Arts Fund must be acknowledged in all advertising and promotional material associated with your project. This includes brochures, flyers, posters, press advertisements, invitations, programs and website associated with your project
- ❑ All successful applicants must submit a financial and artistic acquittal report within 3 months of the project's completion
- ❑ If successful, approximately 6 weeks prior to the project commencement date you will be required to sign and return to Tweed Shire Council a signed *Conditions for the Payment of Grant* form
- ❑ If an ABN Number is not provided, Council is obliged to withhold 48.5% of the grant
- ❑ In the case of individuals and community groups that do not have an ABN a signed Hobbyist Declaration must be provided
- ❑ Organisations registered for GST will need to forward a Tax Invoice for the grant plus 10% GST
- ❑ Organisations, community groups and individuals not registered for GST will need to forward an invoice for the amount of the grant
- ❑ Non-organisations and individuals will be required to indemnify Tweed Shire Council and the Tweed Shire Salt Cultural Arts Fund against all claims, actions or legal proceedings that may arise during the term of the funding agreement
- ❑ All outstanding acquittals for previous Shire funded grants must be completed before any new application will be considered.

4. Completing the Application form

4.1 Requirements

- ❑ Applicants are required to answer all questions in the space provided on the application form
- ❑ Applications can be downloaded from: Add [www.link](#)
- ❑ Applications received by fax or email will not be accepted
- ❑ Late applications will not be accepted
- ❑ Incomplete applications will not be accepted
- ❑ Applications must include the signed Declaration Form
- ❑ Applicants are required to provide a clear and detailed budget for their project including inkind and volunteer assistance where applicable
- ❑ All support material must be clearly marked with name and address - please provide a self addressed envelope for return of support material
- ❑ Applications must be mailed to:

Tweed Shire Salt Cultural Trust Fund
Tweed Shire Council
PO Box 816
MURWILLUMBAH NSW 2484

4.2 Support Material

To assist the assessment of your proposal, minimal but relevant support material should be submitted with your application. This could include: CVs; evidence of previous work undertaken, letters of support from community or organisations involved in your project etc. Please make sure that your support material is relevant to your proposal. If you require your support material to be returned, please include self addressed envelope.

Proposals with creative content and/or stated intended outcomes relating to Aboriginal or Torres Strait Islander artists, communities or their activities must provide letters of support from relevant Aboriginal or Torres Strait Islander artists and/or communities.

4.3 Download Guidelines and Application from:

<http://www.tweed.nsw.gov.au/councilmeetings/Policy/Policies.aspx>

5. Other Funding opportunities:

5.1 Federal & State Arts Advisory and Funding Agencies:

- ❑ NSW Ministry for the Arts www.arts.nsw.gov.au
- ❑ Australia Council www.ozco.gov.au
- ❑ Regional Arts NSW www.regionalartsnsw.com.au
- ❑ Festivals Australia www.dcita.gov.au/arts/arts/festivalaustralia

5.2 Clubs NSW - Community Development Support Expenditure (CDSE)

<http://www.clubsnsw.com.au/custom/files/applicanthandbook2004pde>

5.3 If your project does not fit the guidelines for the Tweed Shire Salt Cultural Arts Fund, Tweed Shire Council also administers the following grants that may be more relevant to your proposal:

- ❑ Festivals Policy
- ❑ Donations Policy

<http://www.tweed.nsw.gov.au/councilmeetings/Policy/Policies.aspx>

6. Relevant Policies & Plans:

- ❑ Tweed Shire Council Cultural Policy
- ❑ Tweed Shire Council - Stretching Cultural Dimensions Cultural Plan
- ❑ Tweed Shire Council Place Making & Public Art Policy
- ❑ Tweed Shire Council Social Plan
- ❑ Tweed River Regional Museum Strategic Plan
- ❑ Tweed Shire Festivals and Events Strategic Plan
- ❑ Tweed and Coolangatta Tourism Strategic Plan
- ❑ Tweed Economic Development Corporation Strategic Plan

7. Enquiries:

For further information contact:

Tweed Shire Council Cultural Development Officer (02) 6670 2440



Tweed Shire Salt Cultural Arts Fund Application for Financial Assistance 2006 – 2007

In order for your application to receive full consideration by Council please ensure you have read and understood the attached *Tweed Shire Cultural Arts Fund Guidelines*.

Please note: Tweed Shire Salt Cultural Arts Fund is administered via two grant categories:

- (a) Community Projects
- (b) Individual Initiatives and Incentives Program.

Applicants are advised to refer to the guidelines to determine:

- eligibility
- grant category
- criteria for assessment
- application requirements

Applications will not be accepted by fax or email. Please mail application to:
Tweed Shire Salt Cultural Arts Fund
Tweed Shire Council
PO Box 816

MURWILLUMBAH NSW 2484

CLOSING DATE FOR APPLICATIONS

Friday 23rd February 2007

Category (a) COMMUNITY PROJECTS

Please see Tweed Shire Salt Cultural Arts Fund Guidelines Page 5 (3.2)

1. ORGANISATION REQUESTING FUNDING

Name of Organisation:

Postal Address:

Contact Person:

Contact Person Details: Phone Fax.....

Email

Is your Organisation Incorporated? Yes No

Has this proposal been sanctioned by resolution within your Organisation? Yes No

If Yes, Date of Resolution

Is this the first time funding has been requested from this Fund? Yes No

If Yes, when did you last apply? Date Application successful? Yes No

2. PROJECT/ACTIVITY INFORMATION

Project Title (working title)

Project Definition (describe your project in no more than 150 words)

Project Date

Start

Complete

Project Location (where will the project/activity take place?)

Project Target (who will be the main beneficiary/target group/client group?)

Project Outcome (what impact will the project/activity have on the above beneficiary/s?)

Project Management (how will you manage this project/activity?)

Project Facilitation (who will manage or deliver the project/activity?)

Project Working Partners (is your project/activity supported by any other community organisations, or do you intend to work in partnership with any other organisations or agencies? Please list)

Project Financial Partners (is your project/activity financially assisted by any existing Federal, State or Local Government funding program, or corporate/community sponsors? Please list)

Project Insurance

(Your organisation is required to have appropriate Public Liability Insurance to cover the proposed project/activity. Please provide Public Liability Insurance details.)

Name of Insurer:

Policy Number:

Amount Insured: \$

Project Cost

(a) What is the total cost of your proposed project/activity?

\$

(b) What amount of funding do you request from this Fund?

\$

3. PROJECT/ACTIVITY BUDGET

Project budget (outline the project/activity budget, including funding from this source and any other funding sources. Please include in-kind contributions.)

Budget Item	TSSCAF \$	Funding Source	In kind \$ value	Grant or sponsor \$
Fees/Salaries/Wages (specify e.g.: tutor/artist fee/curator etc.)				
Administration				
Production (including postage, telephone, stationery, promotion, equipment, travel and consumables etc.)				
Other (Please specify)				
Other				
Other				
Other				
Total				

Category (b)

INDIVIDUAL INITIATIVES AND ARTS AND CULTURAL INCENTIVE PROGRAM

Please see Tweed Shire Salt Cultural Arts Fund Guidelines Page 5 (3.3)

1. INDIVIDUAL OR GROUP REQUESTING FUNDING

Name of Applicant

Postal Address:

Contact Person Details: PhoneFax

Email

Are you an individual or a group? Please tick - Individual Unincorporated Group

Is this the first time funding has been requested from this Fund? Yes No

If Yes, when did you last apply? Date Application successful? Yes No

2. ACTIVITY INFORMATION

Describe your proposed activity in no more than 150 words (why do you want the funds?)

Activity Target (who will be the main beneficiary of the grant? Please provide name and contact details)

Activity Date (when will the activity take place?) Start Complete

Activity Location (where will the activity take place?)

Activity Outcome (what impact will the activity have on the above beneficiary/s?)

Activity Partners (is your activity supported by any other community organisation, agency or individual? Please identify)

Activity Financial Partners (is your activity financially assisted by any other funding program, or corporate or community sponsor? Please identify source and amount)

Funding Source	\$

Activity Cost

(a) What is the total cost of your proposed activity? \$

(b) What amount of funding do you request from this Fund? \$

Tweed Shire Salt Cultural Arts Fund

Category (a) COMMUNITY PROJECTS

Before submitting this application please read Tweed Shire Salt Cultural Arts Fund Guidelines:

- Grant Conditions and Acquittal Requirement Page 7 (3.2)
- Application Requirements Page 7 (4.1)

Organisation:.....

Signed

Full Name & title.....

Date

Category (b) INDIVIDUAL INITIATIVES AND ARTS AND CULTURAL INCENTIVE PROGRAM

Before submitting this application please read Tweed Shire Salt Cultural Arts Fund Guidelines:

- Grant Conditions and Acquittal Requirement Page 7 (3.2)
- Application Requirements Page 7 (4.1)

Please note that non-organisations and individuals will be required to indemnify Tweed Shire Council and the Tweed Shire Salt Cultural Arts Fund against claims, actions or legal proceedings that may arise during the term of the funding agreement

Signed.....

Name.....

Date.....