



Creative Inspiration Grant Guidelines

August 2023

You are reading the City of Ballarat Creative Inspiration Grant Guidance Material. These materials have been compiled to assist applicants to complete a submission for the program.

This information is available in a standard PDF version, an accessible word version, and an audio version. If you require further assistance accessing the Guidelines, please contact us on email grants@rav.net.au.

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What is the Creative Inspiration Grant Program?

The **Creative Inspiration Grant** program is a quick response fund that offers small grants to individual artists, makers, creatives, arts groups, creative businesses and community organisations to support an art practice or to kickstart an idea.

An initiative of the City of Ballarat, and administered by Regional Arts Victoria, the **Creative Inspiration Grant** will have regular grant rounds that distribute \$1000 grants to artists, creatives, makers and trades to unlock their creative practice by funding small opportunities, commencing or continuing creative initiatives.

Important information about the application process

- Applicants are required to make an application for the fund using the Smartygrants online application process.
- Applicants must have an ABN to apply or have an appropriate auspice.
- Three individual funding rounds will be offered over the 2023/2024 financial year. You will need to resubmit an application if a previous application has been unsuccessful.

Objectives

The **Creative Inspiration Grant** can be used to assist a maker, artist, creative, specialist practitioner in their practice, fund a small creative ongoing opportunity or kickstart the development of a new idea.

If your idea is one that requires a larger amount of funding, you might want to consider other funding options available to you through other sources, including.

- Australia Council for the Arts - [Arts Projects for Individuals and Groups](#)
- Creative Victoria - [Vic Arts Grants](#)
- Regional Arts Fund - [Quick Response Grants](#)
- Regional Arts Fund - [Project Grants](#)
- City of Ballarat - [Community Impact Grants](#)

Who can apply?

In order to be eligible to apply for these grants applicants must:

- Be an individual, a business, association, organisation or a not for profit group of the City of Ballarat;
- Work or study within the City of Ballarat;
- Use the funding to undertake a creative activity that takes place within the boundaries of the City of Ballarat;
- Not have previously received a Creative Inspiration Grant within the last twelve months;
- Have an ABN or an appropriate auspice who will support the applicant.
- Not have an outstanding acquittal for a City of Ballarat grant

Who is not eligible to apply?

Applications from:

- Outside the City of Ballarat boundaries.
- Previous successful applicants to the **Creative Inspiration Grant** who received a grant within the last twelve months.
- Applicants who have an outstanding acquittal for a previous City of Ballarat grant

Contact a staff member

It is recommended that applicants speak to the Senior Manager, Regional Partnerships at Regional Arts Victoria prior to applying. Email: msanders@rav.net.au

It is preferred that this occurs before starting an application. The Senior Manager can give guidance on eligibility, comment on the development of your submission and support applicants through the application process.

Apply online via SmartyGrants

All applications are to be submitted online using the SmartyGrants system, [here](#).

Applicants who require support to access the online application process should contact Regional Arts Victoria at grants@rav.net.au

Grant Rounds

ROUND	OPENING DATE	CLOSING DATE	NOTIFICATION
Spring 2023	Monday, 9am, 7 Aug, 2023	Monday, 5pm, 4 Sept., 2023	Monday 18 Sept., 2023
Autumn 2024	Monday, 9am, 5 Feb, 2024	Monday, 5pm, 4 March, 2024	Monday 18 March, 2024
Winter 2024	Monday, 9am, 6 May, 2024	Monday, 5pm, 3 June, 2024	Monday 17 June, 2024

Assessment Criteria

To apply, applicants will:

- Provide name, address and ABN (or auspice details);

- Write a 500 word response on how they will use the grant to inspire their arts practice; and,
- Attach anything which might help support their application (CV's, photos, video, support letters).

The responses will be assessed on how they address **at least one** of the following criteria:

- How the grant would help further an artist's creative practice
- How the idea will inspire ongoing arts activity in the City of Ballarat;
- How the idea will inspire engagement in the arts across the community; and,
- How the idea will directly benefit or engage diverse communities in the City of Ballarat.

Equity

The City of Ballarat and Regional Arts Victoria will consider the reach of the program as part of the assessment process and when making final decisions. This may include designing appropriate support and assessment for applicants including (but not limited to) those who identify as:

- First Nations People;
- Culturally and linguistically diverse;
- LGBTQIA+;
- Deaf and disabled creatives; and,
- Young people.

Support material

Support material can be uploaded to the online applications. Support material that will be considered include:

- Links to the Artist's website;
- CV's and other bios of artists associated with the project
- Photographs of the Artist's work; and,
- Links to YouTube or VIMEO videos (no longer than two minutes).

It is highly recommended you attach appropriate support materials to your application. Support material provides the opportunity to communicate the proposal in more than words. This is an opportunity for applicants to show examples of previous work that might support the artist's idea.

The following file types are accepted

Documents	Word (.doc .docx); PowerPoint (.ppt .pptx); Acrobat (.pdf)
Images	.jpg .png .tiff
Audio	.mp3 .wma
Video	.mp4 .wma .avi .mov

Auspicing

This program accepts applications from auspice organisations applying on behalf of applicants. Any legally constituted body may act as an auspice. If the application is successful, the auspice organisation will receive any funds allocated and is responsible for the management of the project and the acquittal of grant funds. If the applicant is planning on having their grant managed by an auspice organisation, please ensure the application is submitted by that auspice body on the applicants' behalf.

For more information on auspicing, please refer to this [link](#) provided by Creative Victoria.

Privacy

City of Ballarat and Regional Arts Victoria value applicants' privacy. For details on how Regional Arts Victoria collect, store and use information, contact us at: enquiry@rav.net.au

This information may also be used for promotion and reporting purposes. The City of Ballarat and their representatives may also use this information to conduct research so that they may better understand community needs and can improve service delivery.

When submitting an application to this fund the applicant will be providing permission for this personal information to be used in this way.

Working with young people/working with vulnerable persons

A Working with Children's Check is compulsory for people who carry out child related work in Victoria. Ensure that any relevant artists/arts workers have current Working with Children Checks and Police Clearances. For more information: dhhs.vic.gov.au/children-and-families

Grantees also need to comply with applicable state, territory and Commonwealth laws before any project personnel commences an activity that involves vulnerable people.

Working with first nations cultural content and communities

If you are an artist planning to work with First Nations peoples or stories it is highly recommended that you closely consider appropriate protocols on Intellectual Copyright of Indigenous Peoples (ICIP) before applying. More information can be found here:

<https://www.artslaw.com.au/information-sheet/indigenous-cultural-intellectual-property-icip-aitb/>
Further details on the protocols and appropriate acknowledgements of Aboriginal and Torres Strait Islander people and their culture, are available from the Australia Council for the Arts [Protocols for working with Indigenous Artists](#).

If you are successful

If the application is successful, the applicant will be required to:

- Accept a Partnership Agreement with City of Ballarat and Regional Arts Victoria and satisfy any conditions of the partnership, which will be detailed in the Agreement.
- Notify Regional Arts Victoria of any proposed changes to their ability to deliver their project.
- Give permission to the City of Ballarat and Regional Arts Victoria to access and use relevant samples or images of their project/work in publicity and marketing activities, City of Ballarat and Regional Arts Victoria will consult with the successful applicant in the first instance before publishing any publicity or marketing activities.
- Publicly acknowledge the support of the City of Ballarat, and Regional Arts Victoria and using specific logos and text.