

21/22 Organisation Funding Round 1

Form Preview

Making an Application

To apply for Art & Cultural Organisations grant:

- Read the [21/22 Funding for Art & Cultural Organisations Guidelines](#) and check your **eligibility** before applying
- Gather your supporting evidence:
 - Program/Project plan
 - Samples of work
 - CVs/bios of key creatives and collaborators
 - Confirmation letters and/or letters of support (including letters from NSW Local Aboriginal Land Councils, NSW Aboriginal Corporations or NSW Aboriginal Organisations, and the relevant Aboriginal Elders and community members that supports the project, if working with Aboriginal communities)
 - Budget
- Fill out the application form
- For tips on writing a competitive application read the [Making an Application Help Guide](#)

Please note that you can only submit ONE application per round.

If you require any clarification contact a [Create NSW staff member](#) between 9am and 5pm Monday to Friday:

Phone: (02) 8289 6520

Email: arts.funding@create.nsw.gov.au

Funding Request Type Selection

* indicates a required field

What type of funding are you requesting with this application? *

- Annual Organisation Funding
- Project Funding

What type of Project Funding are you requesting? *

- Presentation
- Development
- Both of the above

Eligibility

* indicates a required field

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To check your eligibility for Organisation funding complete the following questions:

Are you applying as: *

- Organisation located in NSW (excluding Create NSW designated National Performing Arts Partnership company, State Significant Organisation, State Cultural Institution or Key Festival)
- Other

Unable to continue

If you are a Create NSW designated National Performing Arts Partnership company, State Significant Organisation, State Cultural Institution or Key Festival, you are ineligible to apply.

If you are an Organisation based outside NSW you are **required** to seek pre-approval from Create NSW to submit an application. To [contact a staff member](#) between 9am and 5pm Monday to Friday please see the contact details below:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

You will need to quote your consultation reference number below.

Have you sought pre-approval from Create NSW to apply for this funding round? *

- Yes
- No

Enter your Consultation Reference Number when applying from outside NSW *

Please refer to [Help Guide](#).

Unable to continue

Based on your response to the Eligibility *Are you applying as:* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Is the focus of your project/program a clearly defined arts and cultural activity? *

- Yes
- No

Have you received funding for the same project/program? *

- Yes
- No

Funding for a new stage of an activity will be considered, such as presentation of an installation or a developed playscript. This also includes presentation of works that may have been presented elsewhere.

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Your project/program will be: *

- employing NSW artists or arts & cultural workers
- providing arts & cultural experiences to the people of NSW
- both of the above
- Other

Is your project/program filmmaking, screen production, mainstream animation or film festival? *

- Yes
- No

Are you: *

- a National Performing Arts Partnership company or a Create NSW designated State Significant Organisation or Key Festival
- a local, state or federal government department or agency, or State Cultural Institution
- an educational institution (including preschools, primary and secondary schools)
- none of the above

Are you: *

- receiving Multi-year Program funding from Create NSW
- already receiving Annual program funds from Create NSW for the same period
- none of the above

Has your project/program commenced or already taken place? *

- My project/program has commenced
- My project/program has already taken place
- My project will be delivered over more than 4 months from the project start date
- None of the above

Based on your responses to the above Eligibility Criteria you can now proceed and complete your application. Confirmation of eligibility will be determined upon submission of your application.

Would you like to proceed to complete your application? *

- Yes
- No

Unable to continue

Based on your response to the Eligibility *Focus of your project/program* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

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Based on your response to the Eligibility *Received funding for the same project/program* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

Based on your response to the Eligibility *Program Benefit* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

Based on your response to the Eligibility *Screen/Filmmaking Area* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

NOTE: if you are looking for opportunities for Screen/Filmmaking please email the Screen Investment team at: screen.investment@create.nsw.gov.au

Unable to continue

Based on your response to the Eligibility *response to excluded government, departments and educational institutions* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

Based on your response to the Eligibility *Are you* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

Based on your response to the Eligibility *Project Commenced* you are ineligible to apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more

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details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

Unable to continue

Based on your response to *Would you like to proceed to complete your application?* you are not able to continue and apply. Refer to [21/22 NSW Arts & Cultural Organisations Funding Guidelines](#) for more details or [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Telephone: (02) 8289 6520 Email: arts.funding@create.nsw.gov.au

About your Project/Program

* indicates a required field

Project/Program Title *

Must be no more than 10 words EXAMPLE: 2021 Arts and Cultural Organisations Funding OR Down Under Inc. will present Century XXII. Please note that this information may be used for media and communication purposes.

Brief description of the project/program *

Word count:

Must be no more than 50 words.

Please note that this information may be used for media and communication purposes.

Project/Program Start date *

Must be a date and between 1/1/2022 and 30/6/2023.

Project/Program End date *

Must be a date and between 1/1/2022 and 30/6/2023.

Note: If you are applying for Annual Organisation Funding, your program must be completed within one year from your start date. If you are applying for either project or annual funding, your activities must be completed by 30/6/2023.

Maximum Request Amount

There is no maximum request amount for Annual Organisation funding. However, if you are applying for **\$140,000** or more, you will need to consult with [Create NSW staff](#) or

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arts.funding@create.nsw.gov.au (02) 8289 6520 **by 26 July 2021 at 5pm AEDST**. If that is the case your reference number needs to be quoted below.

Please note that the level of detail expected in your application will increase according to the funding request amount.

Maximum Request Amount

The maximum amount of funding that you can apply for under Project funding is **\$60,000**. If you wish to apply for more than \$60,000 this requires matched funding and consultation with [Create NSW staff](#) or arts.funding@create.nsw.gov.au (02) 8289 6520 **by 26 July 2021 at 5pm AEDST**. If that is the case your reference number needs to be quoted below.

Please note that the level of detail expected in your application will increase according to the funding request amount.

Are you applying for \$140,000 or more? *

Yes No

Are you applying for more than \$60,000? *

Yes No

Request Amount Consultation Reference *

Please refer to [Help Guide](#).

Independent Financial Contribution

You **must not** request funding for the total cost of your activities. You must include an independent financial contribution (cash and/or in kind) from other sources. This amount varies according to the level of your funding request:

Funding request

Independent financial contribution from other sources

Up to \$139,999

At least **30%** of total budget (cash and/or in kind)

\$140,000 or more

At least **50%** of total budget (cash only)

Independent Financial Contribution

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You **must not** request funding for the total cost of your activities. You must include an independent financial contribution (cash and/or in kind) from other sources. This amount varies according to the level of your funding request:

Funding request

Independent financial contribution from other sources

Up to \$19,999

At least **10%** of total budget (cash and/or in kind)

\$20,000 - \$60,000

At least **30%** of total budget (cash and/or in kind)

Funding Request

Total estimated Project/Program Cost *

\$

Must be a whole dollar amount (no cents).

Amount requested from Create NSW *

\$

Must be a whole dollar amount (no cents).

What is the total financial support you are requesting in this application? It should be in line with the funding level request you have chosen above.

Difference (Project/Program Costs - Amount Requested) *

\$

This number/amount is calculated.

Create NSW does not fund 100% of your project. Refer to the [Guidelines](#) for more information about the financial contribution.

Percentage of total financial support you are requesting in this application *

This number/amount is calculated.

Calculation in terms of percentage.

Artform

* indicates a required field

We ask the following question to help us report on the overall funding requested and provided to the sector. This information is not used to assess your application.

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Select the primary artform of your program: *

Select the subcategory of your primary artform: *

Other:

Artform Advisory Board

* indicates a required field

Which Artform Advisory Board would you like the application to be assessed by? *

- Festivals Theatre & Musical Theatre Visual Arts
 Museums & History

Multi-arts: A grouping of two or more artforms, or a work or practice which spans two or more artforms.

Criteria 1 - Project/Program Merit

* indicates a required field

Your responses to the following questions will be assessed.

You can answer the following questions in text or by video:

Question 1: What is your project/program's vision?

Question 2: What are the key objectives of your project/program and how do they demonstrate excellence?

How would you like to submit your responses to the above questions? *

- I would like to submit text responses
 I would like to submit video responses by uploading a short video
 I would like to submit video responses by providing a URL

What is your project/program's vision? *

Word count:

Must be no more than 300 words.

What are the key objectives of your project/program and how do they demonstrate excellence? *

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Word count:
Must be no more than 300 words.

Question 1

Tell us about your project/program's vision by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

Attach your answer to question 1 here *

Attach a file:

A maximum of 1 file may be attached.

Question 2

Tell us about the key objectives of your project/program and how do they demonstrate excellence by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

Attach your answer to question 2 here *

Attach a file:

A maximum of 1 file may be attached.

Question 1

Tell us about your project/program's vision by uploading a URL to a short video of **no more than 3 minutes**.

Paste your URL for question 1 here: *

Must be a URL.

Question 2

Tell us about the key objectives of your project/program and how do they demonstrate excellence by uploading a URL to a short video of **no more than 3 minutes**.

Paste your URL for question 2 here: *

Must be a URL.

Samples of Work

Provide samples of work as links or uploaded documents. All support material must be submitted at the same time as your application.

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How would you like to submit your samples of work? *

- Links/URLs
- Uploading files
- Both of the above

Provide links and passwords to any externally hosted work samples that best reflect your organisation's practice, experience and the proposed project/program of activity.

Link / URL	Password	Description
Must be a URL.		

You can submit samples of your work as:

- written material - limit: 10 pages (provided as one document)
- still images - limit: 10 images (provided as one document)
- audio/visual - limit: 5 minutes each file, in electronic format, max 3 files

Restrictions on Attachments

- Files must not exceed 25MB
- Please provide attachments in .pdf format where possible.
- Zip files cannot be accepted.

Attach your samples of work here *

Attach a file:

A maximum of 3 files may be attached.

Key Project/Program Personnel and Partner

Include members of your creative team and/or other organisation partners that are essential to the realisation of your project/program.

Name	Role/Position	Confirmed?	Based in NSW?

Biography/CV

Provide a brief biography or Curriculum Vitae (CV) for any artists or key collaborators involved in the project/program. Maximum one A4 page per person provided as one document. If there is more than one artist, please combine all bios/CVs into one document.

Attach short biographies and CVs here *

Attach a file:

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A maximum of 1 file may be attached.

Artistic Program of Activities

What are the key activities to deliver your project/program? *

Word count:

Must be no more than 300 words.

Attach the Artistic Program of Activities for your Project/Program using the [template](#) provided.

Attach Project/Program Plan here: *

Attach a file:

A maximum of 1 file may be attached.

Aboriginal cultural elements

Does your project/program involve Aboriginal cultural elements, community or heritage? *

Yes

No

If Yes, you are required to provide letters of confirmation/support from the relevant communities and/or organisations. Refer to [NSW Aboriginal Arts and Cultural Protocol](#).

Outline how you plan to adhere to the Aboriginal Cultural Protocols *

Word count:

Must be no more than 300 words.

Letters of Support

Confirmation letters and/or letters of support related to your project/program.

Attach confirmation letters/letters of support here *

Attach a file:

Provide as one document where possible or upload a maximum of 5 documents. Zip files cannot be accepted.

Letters of Support - For proposals engaging Aboriginal people or communities

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You are **required** to provide letters of support from the relevant Aboriginal communities and/or organisations who are prepared to speak to your experience and or your proposal.

Attach confirmation letters/letters of support here *

Attach a file:

Provide as one document where possible or upload a maximum of 5 documents. Zip files cannot be accepted.

Additional Merit Supporting Information

Attach additional merit support information here (optional)

Attach a file:

A maximum of 3 files may be attached.
Zip files cannot be accepted.

Criteria 2 - Project/Program Impact

* indicates a required field

Detail of who will be involved in your program/project:

Number of Audience *

Must be a whole number (no decimal place).

Number of Participants *

Must be a whole number (no decimal place).

Number of Artists / Cultural Practitioners and/or Museum Workers

Must be a whole number (no decimal place).

*

Impact Criteria Selection

You are required to choose and address **ONE** impact criteria option to demonstrate the importance of your project.

If the project/program engages with the needs of a community or has outcomes that benefit specific priority group/s, please include these details in the impact section.

Choose one criteria from the following: *

Artform Impact

Audience Impact

Operational Impact

Your responses to the following questions will be assessed.

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You can answer the following questions in text or by video:

Question 1: What will be the overall impact of receiving this funding? Please describe the current situation and what change will occur if you deliver this project/program.

Question 2: Who is your audience and what will you do to increase, improve and/or change their participation in your sector? (Audiences include stakeholders, participants and key people in the sector).

Your responses to the following questions will be assessed.

You can answer the following questions in text or by video:

Question 1: What will be the overall impact of receiving this funding? Please describe the current situation and what change will occur if you deliver this project/program.

Question 2: How does your project/program will innovate, expand access to or advance your chosen artform?

Your responses to the following questions will be assessed.

You can answer the following questions in text or by video:

Question 1: What will be the overall impact of receiving this funding? Please describe the current situation and what change will occur if you deliver this project/program.

Question 2: How does your project/program increase capacity, develop skills, deliver cost savings or enhance income generation for your organisation?

How would you like to submit your responses to the above questions? *

- I would like to submit text responses
- I would like to submit video responses by uploading a short video
- I would like to submit video responses by providing a URL

What will be the overall impact of receiving this funding? Please describe the current situation and what change will occur if you deliver this project/program *

Word count:

Must be no more than 300 words.

Audience

Who is your audience and what will you do to increase, improve and/or change their participation in your sector? (Audiences include stakeholders, participants and key people in the sector) *

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Word count:
Must be no more than 300 words.

Artform

How will your project innovate, expand access to or advance your chosen artform? *

Word count:
Must be no more than 300 words.

Operational

How does your project/program increase capacity, develop skills, deliver cost savings or enhance income generation? *

Word count:
Must be no more than 300 words.

Question 1

Tell us about what will be the overall impact of receiving this funding (describe the current situation and what change will occur if you deliver this project/program) by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

Attach your answer to question 1 here *

Attach a file:

Question 2 - Audience

Tell us about who your audience is and what will you do to increase, improve and/or change their participation in your sector? (Audiences include stakeholders, participants and key people in the sector) by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

Question 2 - Artform

Provide details on how your project will innovate, expand access to or advance your chosen artform by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

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Question 2 - Operational

Provide details on how your project/program will increase capacity, develop skills, deliver cost savings or enhance income generation for your organisation by uploading a short video of **no more than 3 minutes** (files must not exceed 25MB). Zip files will not be accepted.

Attach your answer to question 2 here *

Attach a file:

A maximum of 1 file may be attached.

Question 1

Tell us about what will be the overall impact of receiving this funding (describe the current situation and what change will occur if you deliver this project/program) by uploading a URL to a short video of **no more than 3 minutes**.

Paste your URL to question 1 here: *

Must be a URL.

Question 2 - Audience

Tell us about who your audience is and what will you do to increase, improve and/or change their participation in your sector? (Audiences include stakeholders, participants and key people in the sector) by uploading a URL to short video of **no more than 3 minutes**.

Question 2 - Artform

Provide details on how your project will innovate, expand access to or advance your chosen artform by uploading a URL to a short video of **no more than 3 minutes**.

Question 2 - Operational

Provide details on how your project/program will increase capacity, develop skills, deliver cost savings or enhance income generation for your organisation by uploading a URL to a short video of **no more than 3 minutes**.

Paste your URL to question 2 here: *

Must be a URL.

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Additional Impact Supporting Information

Attach additional impact support information here (optional)

Attach a file:

A maximum of 3 files may be attached.
Zip files cannot be accepted.

Criteria 2 - Project Impact: Measuring Your Success

* indicates a required field

Measuring Your Success

For Create NSW to measure the success of what you are delivering, we request that you provide targets for your key activities against Merit and Impact.

How will you evaluate the success of the project/program? *

Word count:

Must be no more than 300 words.

Examples of possible metrics can be found [here](#)

List the mechanism/s you will use to gain or record feedback from public reaction, peer review and self-assessment: *

- Surveys
- Specialist tools such as Culture Counts and/or Cultural Development Network
- Attendance
- Media/Critical response (including social media)
- Other:

NSW Artists

Total NSW Artists and arts and cultural workers involved in activities (including employees, contractors and/or volunteers) *

Must be a whole number (no decimal place) and at least 0.

Activities per Region

Indicate the number of activities that are directed towards the regions listed below.

Enter 0 (zero) for any that are not applicable.

Metro Sydney *

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Must be a whole number (no decimal place) and at least 0.

Western Sydney *

Must be a whole number (no decimal place) and at least 0.

Regional NSW *

Must be a whole number (no decimal place) and at least 0.

National (Excluding NSW) *

Must be a whole number (no decimal place) and at least 0.

International *

Must be a whole number (no decimal place) and at least 0.

Measuring Merit

Select 2 metrics and provide a target that will be used to evaluate the merit of the project/program *

- New NSW work developed
- Amount invested to develop NSW work
- New NSW work presented
- NSW work represented/restaged
- NSW Aboriginal content developed/presented
- NSW artists and/or cultural practitioners employed

You must select 2 choices.

Number of new NSW works that is being developed as part of your project/program: *

Must be a whole number (no decimal place).

Amount invested in developing new NSW works as part of this project/program: *

Must be a whole dollar amount (no cents).

Number of new NSW works being presented: *

Must be a whole number (no decimal place).

Number of NSW work being represented/restaged: *

Must be a whole number (no decimal place).

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Number of works of NSW Aboriginal content developed/presented: *

Must be a whole number (no decimal place).

Number of NSW artists and/or cultural practitioners employed in project/program:

Must be a whole number (no decimal place).

Measuring Audience

Predefined Audience Impact Quantitative Metrics *

- Increase in audience attendance
- Increase in the number of events or activities to increase attendance/participation

At least 1 choice must be selected.

Total increase in audiences - Starting number: *

Must be a whole number (no decimal place).

Total increase in audiences - Target number: *

Must be a whole number (no decimal place).

Select the Priority Areas with attendance / participation intended to increase *

- Aboriginal people
- People from culturally and linguistically diverse (CaLD) backgrounds
- People living and/or working in regional NSW
- People living and/or working in Western Sydney
- People with disability
- Young people
- Other priority

At least 1 choice and no more than 2 choices may be selected.

Current number of events or activities that are designed to increase participation or attendance by priority groups: *

Must be a whole number (no decimal place).

Must be a number

Proposed number of events or activities that are designed to increase participation or attendance by priority groups: *

Must be a whole number (no decimal place).

Must be a number

Measuring Artform

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Predefined Artform Impact Quantitative Metrics *

- Number of collaborations with new or current partners
- Number of projects to tell the diverse stories of NSW
- Percentage of project/program delivery committed to contemporary new work

At least 1 choice and no more than 2 choices may be selected.

Total number of collaborations with new partners or extending current partnerships *

Must be a whole number (no decimal place).

Total number of projects that are designed to tell the diverse stories of NSW led by appropriate creative control *

Must be a whole number (no decimal place).

[See Help Guide](#)

Percentage of project/program delivery is committed to contemporary new work (original work not presented before) *

Must be a whole number (no decimal place) and between 0 and 100.

Measuring Operational

Predefined Operational Impact Quantitative Metrics *

- Increased revenue (philanthropic / alternative funding / box office etc)
- Cost savings / efficiencies gained
- Both income generation and cost savings

Total percentage increase in revenue *

Must be a whole number (no decimal place) and between 0 and 100.

Describe increase in revenue base case / projected outcome *

Must be no more than 150 words.

Total percentage of cost savings / efficiency gained *

Must be a whole number (no decimal place) and between 0 and 100.

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Describe cost savings base case / projected outcome *

Must be no more than 150 words.

Criteria 3 - Program/Project Viability

* indicates a required field

Your responses to the following questions will be assessed. The level of detail you provide should reflect the level of your funding request.

Please refer to the [How to apply guide and fact sheets](#) for support on the below or contact [Create NSW staff](#).

BEFORE filling out the budget information below, please note that these figures will be the same as those provided in the budget template (which you have attached above). The **SmartyGrants form Reference** tab are the figures you provide in the sections below.

The 'Previous Year Actual' **is the same** as the 'Year Audited' figures in the **last tab** of the budget template.

The 'Year Projected' **is the same** as the 'Year Projected' figure in the **last tab** of the budget template.

A budget template is provided to assist you to plan and complete the budget fields in the sections below. You are required to attach the completed budget template.

[Budget template for Windows users.](#)

[Budget template for Mac users.](#)

Attach completed Budget Template here *

Attach a file:

A maximum of 1 file may be attached.

Files must not exceed 25MB. Zip files cannot be accepted.

Balance Sheet - Assets and Liabilities

Previous Year Actual

Cash and Cash Equivalents *

\$

Must be whole dollars

Other Current Assets *

\$

Must be whole dollars

Year Projected

Cash and Cash Equivalents *

\$

Must be whole dollars

Other Current Assets *

\$

Must be whole dollars

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Non Current Assets *

\$

Must be whole dollars

Total Assets - Actuals *

\$

This number/amount is calculated.

Current Payables and Income in Advance *

\$

Must be whole dollars

Other Current Liabilities *

\$

Must be whole dollars

Non Current Liabilities *

\$

Must be whole dollars

Total Liabilities - Actuals *

\$

This number/amount is calculated.

TOTAL Net Assets - Actuals *

\$

This number/amount is calculated.

Non Current Assets *

\$

Must be whole dollars

Total Assets - Estimates *

\$

This number/amount is calculated.

Current Payables and Income in Advance *

\$

Must be whole dollars

Other Current Liabilities *

\$

Must be whole dollars

Non Current Liabilities *

\$

Must be whole dollars

Total Liabilities - Estimates *

\$

This number/amount is calculated.

TOTAL Net Assets - Estimates *

\$

This number/amount is calculated.

Income

Previous Year Actual

NSW Government (this application) *

\$

Must be whole dollars

Other NSW Government funding *

\$

Must be whole dollars

Subtotal NSW Government *

\$

This number/amount is calculated.

Other non-NSW Government Funding *

\$

Must be whole dollars

Total Government Funds - Actuals *

\$

This number/amount is calculated.

Performance / Exhibition / Core Activity Income *

Year Projected

NSW Government (this application) *

\$

Must be whole dollars

Other NSW Government funding *

\$

Must be whole dollars

Subtotal NSW Government *

\$

This number/amount is calculated.

Other non-NSW Government Funding *

\$

Must be whole dollars

Total Government Funds - Estimates *

\$

This number/amount is calculated.

Performance / Exhibition / Core Activity Income *

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\$

Must be whole dollars

Private Sector Support - cash *

\$

Must be a whole dollars

Inkind Support *

\$

Must be whole dollars

Other Income *

\$

Must be whole dollars

TOTAL INCOME - Actuals *

\$

This number/amount is calculated.

\$

Must be whole dollars

Private Sector Support - cash *

\$

Must be whole dollars

Inkind Support *

\$

Must be whole dollars

Other Income *

\$

Must be whole dollars

TOTAL INCOME - Estimates *

\$

This number/amount is calculated.

Expenditure

Previous Year Actual

Wages, salaries & fees *

\$

Must be whole dollars

Direct Production / Exhibition / Core Activity Costs *

\$

Must be whole dollars

Marketing and Promotion *

\$

Must be whole dollars

Infrastructure / Administration *

\$

Must be whole dollars

All Other Expenses *

\$

Must be whole dollars

TOTAL EXPENDITURE - Actuals *

\$

This number/amount is calculated.

Year Projected

Wages, salaries & fees *

\$

Must be whole dollars

Direct Production / Exhibition / Core Activity Costs *

\$

Must be whole dollars

Marketing and Promotion *

\$

Must be whole dollars

Infrastructure / Administration *

\$

Must be whole dollars

All Other Expenses *

\$

Must be whole dollars

TOTAL EXPENDITURE - Estimates *

\$

This number/amount is calculated.

Previous Year Actual

Net surplus (profit) or deficit (loss) *

\$

This number/amount is calculated.

Year Projected

Net surplus (profit) or deficit (loss) *

\$

This number/amount is calculated.

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What are the risks associated with delivering this project/program? What are the plans to address these risks? *

Word count:
Must be no more than 300 words.

Outline governance and management arrangements for this project/program *

Word count:
Must be no more than 300 words.

Confirm that you are paying your staff/artists - including cultural consultants, casuals and arts-based contractors - in line with the applicable industry advice (eg MEAA, LPA, NAVA etc...) *

Yes No

Outline the reasoning for not paying staff/artists at the industry rate *

Word count:
Must be no more than 100 words.

Governing Body

Who are the members of the Governing Body, Committee or Board?

Name	Position	Experience	Time on Board

Organisation's Structure

Attach your organisation's structure *

Attach a file:

A maximum of 1 file may be attached.

Financial Statements

Attach Financial Statement here *

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Attach a file:

Priority Areas and Breakdown of Activities

* indicates a required field

Please indicate if any of the following priority areas are core to your business (i.e. that it is listed as one of your purposes in your governing documents / constitution). *

- | | |
|---|---|
| <input type="checkbox"/> Aboriginal people | <input type="checkbox"/> people with disability |
| <input type="checkbox"/> people from culturally and linguistically diverse (CaLD) backgrounds | <input type="checkbox"/> young people |
| <input type="checkbox"/> people living and/or working in regional NSW | <input type="checkbox"/> none |
| <input type="checkbox"/> people living and/or working in Western Sydney | |

Refer to the [ACFP Guidelines](#) for details on Priority areas.

Please indicate if your project/program will be targeted towards any one of the priority areas listed below.

Note: it is not compulsory that your activity engages with the following areas. Assessors will be looking for genuine and focused engagement.

NSW Aboriginal people *

Yes No

People living and/or working in Western Sydney *

Yes No

People from culturally and linguistically diverse (CaLD) backgrounds *

Yes No

People with disability or who are d/Deaf *

Yes No

People living and/or working in regional NSW *

Yes No

Young people *

Yes No

How will you work with Aboriginal people to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

Click [here](#) for information regarding self-determination and local decision making.

How will you work with people of a CaLD background to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

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How will you work with people living/working in regional NSW to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

How will you work with people living/working in Western Sydney to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

How will you work with people with disability or who are d/Deaf to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

How will you work with young people to ensure their adequate access to opportunities and/or experiences? *

Word count:

Must be no more than 150 words.

Activity Breakdown

Estimate the percentage (%) of the activity that is directed towards the regions listed below. This information is provided for internal use by Create NSW only and does not form part of the assessment process or formal reporting.

Only enter whole numbers with no % symbol. Enter 0 (zero) where not applicable. The total must equal 100.

NSW *

Must be a number and no more than 100.

Outside NSW *

Must be a number and no more than 100.

Total % - MUST equal 100 *

This number/amount is calculated.

Breakdown of NSW Activity

Estimate the percentage (%) breakdown of where the **NSW** activity will take place.

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Sydney * <input type="text"/>	Western Sydney * <input type="text"/>	Regional NSW * <input type="text"/>	Total % - MUST equal 100 * <input type="text"/>
Must be a number and no more than 100.	Must be a number and no more than 100.	Must be a number and no more than 100.	This number/amount is calculated.

Applicant Details

* indicates a required field

You have completed the assessment sections of your application. You are now moving to general data section which assists Create NSW to promote support for the arts funding across Government and to the broader population.

Privacy Notice

Create NSW is subject to the *Privacy and Personal Information Protection Act 1998* in managing your personal information. For the full Create NSW Privacy Notice click [here](#).

Do you wish to receive updates from Create NSW in relation to funding opportunities, events or initiatives? *

Yes No

Your response will not affect your application.

Applicant Contact Details

Are you a first time applicant? *

Yes No
Your response will not affect your application.

Applicant Organisation (Legal Name) *

Organisation Name

Business/trading Name (if applicable)

Are you applying on behalf of a Business Unit? *

Yes No

Name of Business Unit *

Organisation Name

Are you applying as a Service Organisation? *

Yes No
A Service Organisation is a peak organisation that provides specialist advocacy, capacity building, communications and support to the sector.

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Are you an Aboriginal organisation or Land Council? *

Yes No

An Aboriginal organisation is defined as being initiated, based in and governed by its local Aboriginal community to deliver holistic and culturally-appropriate services to that community. Its core values revolve around cultural integrity, and the aspirations of acknowledgement and engagement within the broader community.

Organisation Details

Street Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required. Country must be Australia

Postal Address *

Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.

Must be an Australian post code

Phone *

Must be an Australian phone number, include area code, numbers only, no spaces.

Email *

Must be an email address

Website

Must be a URL

Organisations need an ABN to apply.

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	

Head of Organisation

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Must be the **Chair** or **President** (Arts Organisation) or equivalent

Name *

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

Position *

Phone *

Must be an Australian phone number, include area code, numbers only, no spaces

Email *

Must be an email address

Applicant Contact Person

Name *

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

Position *

Phone *

Must be an Australian phone number, include area code, numbers only, no spaces

Email *

Must be an email address

Business Unit / University Centre / Campus

Complete these details for the Business Unit / centre / campus.

Street Address *
Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
Must be a Street address (not a PO Box) with an Australian postcode

Postal Address *
Address

Address Line 1, Suburb/Town, State/Province, and Postcode are required.
Must be an Australian postcode

Phone *

Must be an Australian phone number, include area code, numbers only, no spaces

Email *

Must be an email address

Website

Must be a URL

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Business Unit Contact Person

Name *

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

Position *

Phone *

Email *

Must be an Australian phone number, include area code, numbers only, no spaces

Must be an email address

About your Organisation

What was the founding year of your organisation? *

Must be a number.

What is your primary Arts Business model? *

- Collective
- Festival
- Independent Artist Run Initiative
- Purpose Built Facility
- Service Organisation
- Small to Medium Organisation
- Other:

What is the organisation's legal status? *

- Not for profit incorporated body Co-operative or trust For-profit incorporated body
- No more than 1 choice may be selected.

Are you a: *

- Art Centre Artist Studio Gallery Gallery & Art Centre Gallery & Museum Museum Other:

Are you a: *

- Regional Gallery / Museum located in Regional Area Regional Gallery /Museum located in non Regional Area Neither

Aboriginal Regional Alliances

For data collection purposes, Create NSW is collecting information on where Aboriginal cultural activity is being undertaken across the state and how this fits within the NSW

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Government's community-focused plan for Aboriginal Affairs in NSW (the *OCHRE* plan – for more information, please visit [here](#))

Are you or your activities within your project/program situated in one of the NSW Aboriginal Regional Alliances areas under Aboriginal Affairs Local Decision Making? *

Yes No

More information on the NSW Aboriginal Regional Alliances can be found [here](#)

If Yes, tell us which one *

- Barang Regional Alliance (Central Coast NSW)
- Illawarra Wingecarribee Alliance Aboriginal Corporation (Illawarra Wingecarribee NSW)
- La Perouse Aboriginal Community Alliance (La Perouse NSW)
- Murdi Paaki Regional Assembly (Far Western NSW)
- Northern Region Aboriginal Alliance (New England North West NSW)
- Regional Aboriginal Development Alliance (North Coast NSW)
- Riverina Murray Regional Alliance (Riverina Murray NSW)
- Three Rivers Regional Assembly (Central West NSW)
- Tribal Wave Regional Assembly (Lower North Coast NSW)
- Western Sydney Aboriginal Regional Alliance (Western Sydney NSW)
- Other:

Creative Kids and Night Time Economy

Are you a registered Creative Kids provider? *

Yes No

Click [here](#) for information regarding Creative Kids. Your response will not affect your application.

Do you have activities or programs commencing after 6:00pm? *

Yes No

Click [here](#) for information regarding Create NSW and the NSW Night Time Economy. Your response will not affect your application.

Acceptance of Conditions

*** indicates a required field**

Before you can complete and submit an application you must accept the following conditions by declaring:

I certify that:

- All information supplied as part of this application will be true and accurate to the best of my knowledge.
- All activities proposed by this application will be conducted in accordance with current legislation, including but not limited to, complying with Working with Children legislation.
- If the applicant is an organisation, I have the authority to complete and submit this application on the entity's behalf.

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I acknowledge that:

- Applications and any additional materials cannot be submitted after the advertised closing date and time.
- Create NSW has the right to investigate any information provided in this application and/or to request for additional information.
- It is solely my responsibility to ensure my application is correct and complete before submitting. Create NSW does not check, amend or update applications. Applications cannot be modified after being submitted.
- Create NSW has the right to withdraw any offer of funding or demand the return of funds already paid if my declaration is found to be incorrect or misleading.
- Create NSW staff are available 9am-5pm Monday to Friday during the grant round to provide technical and general guideline advice. Staff are not able to provide advice on content or choices required within my application.

Do you understand and acknowledge these conditions? *

Yes

Full Name *

Date *

Must be a date.

You have now completed all areas of your application.

The following page allows you to review your application.

If there are any problems, you will be prevented from submitting until any highlighted areas are addressed. You will have the opportunity to correct the problem by clicking **Go to Page**. Once you have made corrections, you can return to the **Review and Submit** page and click **Submit Application**.

When your application is submitted you will receive a confirmation message that the application has been received. If you see this message you can be sure that we have received your application.

You will also see your application number, which you can use should you need to contact Create NSW about your application.

For more details, [contact a staff member](#) if you need any advice between 9am and 5pm Monday to Friday:

Phone: (02) 8289 6520

Email: arts.funding@create.nsw.gov.au