

# 23/24 Small Project Grants (Quick Response)

## Form Preview

### Making an Application

To apply for a Small Project Grant:

- Read the [23/24 Small Project Grants Funding Guidelines](#)
- Check your eligibility

#### Application Support Resources

Create NSW has provided documents and videos to help you with your funding application. You can locate these resources by clicking [here](#).

#### Create NSW Staff Support

Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- Telephone: (02) 9228 4578
- Scheduling an online meeting to speak to Create staff through [Microsoft bookings](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)

### Eligibility

\* indicates a required field

To check if you/the group are eligible to apply for the [23/24 Small Project Grants](#) complete the following questions:

#### What are you applying as? \*

- ☐ Individual based in NSW
- ☐ Group based in NSW
- ☐ Other

#### Are you one of the following? \*

- ☐ Australian Citizen
- ☐ Australian Permanent Resident
- ☐ Other

#### Have you/the group been residing in NSW over the last 12 months at the time of applying for this grant? \*

- ☐ Yes
- ☐ No

#### Are you/the group 18 years old and above? \*

- ☐ Yes
- ☐ No

This is at the time of application.

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**Are you/the group professional artist/s, or arts/cultural worker/s (including museum worker/s)? \***

- ☐ Yes ☐ No

**Are you/the group a current employee of Create NSW or have been employed by Create NSW within the last 12 months? \***

- ☐ Yes ☐ No

**Is your project clearly related to the arts and cultural industry? \***

- ☐ Yes ☐ No

**Is your activity for filmmaking, screen productions or film festivals? \***

- ☐ Yes ☐ No

Please refer to [Screen NSW](#) for film sector funding opportunities.

**Have you/the group submitted two (2) eligible Small Project Grant applications between the period of 29 May 2023 - 20 May 2024? \***

- ☐ Yes ☐ No

This does not include applications which have been made ineligible and/or withdrawn. If you have been unsuccessful for Small Project Grants, we encourage you to seek feedback prior to applying again. Please click [here](#) to obtain feedback

**Have you/the group been successful for one (1) Small Project Grant between the period of 29 May 2023 - 20 May 2024? \***

- ☐ Yes ☐ No

**Have you/the group applied and/or received previous funding from Create NSW for the same stage/phase of professional development activity or project top-ups? \***

- ☐ Yes ☐ No

Funding for a new stage of a project will be considered.

**What is the status of your project? \***

- ☐ My project has commenced  
☐ My project has already taken place  
☐ My project is starting less than 5 weeks from the date of my submission

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- ☐ My project will be delivered over more than 4 months from the project start date
- ☐ None of the above

**As an individual based in NSW are you applying with: \***

- ☐ Individual/Sole Trader ABN
- ☐ Sole director of a private company
- ☐ Funding to be Administered
- ☐ I do not have an ABN described above
- ☐ Other

Please note: Incorporated Associations, Companies (except sole directors of private companies) and Trusts are not eligible to apply as individuals or groups. These restrictions do not apply to Funds Administrators.

**If you do not have an ABN and you are successful, you will need to either: \***

- ☐ Obtain an Individual/Sole Trader ABN
- ☐ Engage a Funds Administrator
- ☐ Other

Please note: Incorporated Associations, Companies (except sole directors of private companies) and Trusts are not eligible to apply as individuals or groups. These restrictions do not apply to Funds Administrators.

**As a group based in NSW are you applying with: \***

- ☐ A group members' Individual/Sole Trader ABN
- ☐ A Partnership ABN
- ☐ Unincorporated Entity ABN
- ☐ Funding to be Administered
- ☐ I do not have an ABN described above
- ☐ Other

Please note: Incorporated Associations, Companies (except sole directors of private companies) and Trusts are not eligible to apply as individuals or groups. These restrictions do not apply to Funds Administrators.

**If you do not have an ABN and you are successful, you will need to either:**

- ☐ Obtain a group members' Individual/Sole Trader ABN
- ☐ Obtain a Partnership ABN
- ☐ Obtain an Unincorporated Entity ABN
- ☐ Engage a Funds Administrator
- ☐ Other

Please note: Incorporated Associations, Companies (except sole directors of private companies) and Trusts are not eligible to apply as individuals or groups. These restrictions do not apply to Funds Administrators.

## Unable to continue

Based on your response to the above Eligibility question, you are unable to continue and apply. Refer to the [23/24 Small Project Grants Funding Guidelines](#) for more details.

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Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- Telephone: (02) 9228 4578
- Scheduling an online meeting to speak to Create NSW staff through [Microsoft bookings](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)

## 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.
- The information provided for the title and description may be used for media and communication purposes.
- If the applicant is a group or a manager of an individual/group, I have the authority to complete and submit this application on the entity's behalf.

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.
- Funding will not be released if I have outstanding acquittals for this or other projects.
- 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 (excluding public holidays) 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.
- The information I have provided in this application can be used for marketing purposes by Create NSW and/or the NSW Government.

**Do you understand and acknowledge these conditions? \***

☐ Yes

**Full Name \***

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Date \*

Must be a date.

## Applicant Details

\* indicates a required field

### 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.

### Applying as an Individual

You have indicated that you are applying as an **Individual**. Please fill out the questions below.

#### Applying as an Individual who is a Sole Director of a Private Company

You have indicated that you are applying as an **Individual** who is a Sole Director of a private company.

**Select 'Organisation' and the 'Organisation Name' should be the Private Company name as per the ABN you will enter.**

#### Applying as a Group

You have indicated that you are applying as a **Group**. Please fill out the questions below.

**Select 'Organisation' and in 'Organisation Name' enter your group name, not the person submitting the application.**

**Please note the following:**

- **This is only applicable for Sole Directors of a Private Company-** If you have an Individual/Sole Trader ABN and your 'organisation' is your business or trading name you should apply as an individual. You will need to go back to the Eligibility Page and change your choice to 'Individual based in NSW'.
- If the 'organisation' name for your group is the Entity, Business or Trading name for a Partnership ABN, you must provide that ABN rather than your own Sole Trader ABN

### Applicant Name

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**Are you a first time applicant? \***

☐ Yes ☐ No  
Your response will not affect your application.

**Applicant \***

☐ Individual ☐ Organisation  
Organisation Name

Title First Name Last Name

IF YOU ARE APPLYING AS A GROUP: Select 'Organisation' and your 'Organisation Name' should be the group name, not the person submitting the application.

**Professional Name (if applicable)**

## Wrong Selection

You have selected that you are applying as an Individual on the Eligibility page. However, you have selected you are applying as an *Organisation* above. To continue select **Applicant** as **Individual** and ensure that the you fill in the **Title, First Name and Last Name**.

Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

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- Scheduling an online meeting to speak to Create NSW staff through [Microsoft bookings](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)

## Wrong Selection

You have selected that you are applying as an Individual who is a Sole Director of a Private Company on the Eligibility page. However, you have selected you are applying as an *Individual* above. To continue select '**Organisation**' and the '**Organisation Name**' should be the Private Company name as per the ABN you will enter.

Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- Telephone: (02) 9228 4578
- Scheduling an online meeting to speak to Create NSW staff through [Microsoft bookings](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)

## Wrong Selection

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You have selected that you are applying as a Group in the Eligibility page but you have selected you are applying as an *Individual*. To continue select **Applicant** as **Organisation** and ensure that the **Applicant Name** you provide is the name of your Group, not the person submitting the application.

Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

- Telephone: (02) 9228 4578
- Scheduling an online meeting to speak to Create NSW staff through [Microsoft bookings](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)

## Contact Information

### 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

### Email \*

Must be an email address

### Phone \*

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

### Website

Must be a URL

## Contact Person Details

This will be the person who will be notified of any outcome of this application and will be required to be the first signatory of the contract with Create NSW **if successful**.

- Where applicable, the **group** contact person should be the member, or a member of the partnership, providing the ABN.
- Individuals applying as a company must be the sole director of that private company.

### Name \*

Title

First Name

Last Name

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**Position \***

**Phone \***

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

**Email \***

Must be an email address

## Australian Business Number (ABN) Details

As an Individual, **if you have an ABN**, you can apply with the following information:

- Your Individual/Sole Trader ABN **OR**
- The ABN for a private company, **but only if you're the sole director**

**If you do not have an ABN**, you will need to either:

- Nominate a Funding Administrator **OR**
- Obtain an appropriate ABN as indicated above

## Australian Business Number (ABN) Details

As a Group, **if you have an ABN**, the group can apply by providing:

- Your, or another group members' Individual/Sole Trader ABN **OR**
- A partnership ABN **OR**
- an Unincorporated Entity ABN

**If the group does not have an ABN**, the group will need to either:

- Nominate a Funding Administrator **OR**
- Obtain an appropriate ABN as indicated above

**Please note, applications with other ABN types will be made ineligible.**

This includes:

- Incorporated Entity
- Companies (**except sole directors of private companies**)
- Trust ABNs

**ABN**



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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	

## Funds Administrator

**Have you already engaged your funds administrator? \***

☐ Yes

☐ No, I will confirm details if successful

If your application is successful, you will be required to provide the name, ABN, address and contact details prior to contracting and release of funds.

## Funds Administrator Details

**Name \***

☐ Individual

☐ Organisation

Organisation Name

Title

First Name

Last Name

**Street Address \***

Address

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

**Postal Address \***

Address

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

**Phone \***

Must be an Australian phone number.

**Email \***

Must be an email address.

**Website**

Must be a URL.

**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.

## Funds Administrator Contact Person

**Administrator Contact Name \***

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

**Position \***

**Phone \***

Must be an Australian phone number.

**Email \***

Must be an email address.

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### Diversity Data Collection

The below questions are voluntary. The information collected is for statistical purposes only and will not affect the assessment of your application.

Create NSW is committed to promoting gender equity and diversity in the arts sector. The data collected will help us better understand the sector and support future diversity initiatives. This method of collection is in accordance with the Department of Enterprise, Investment & Trade, the Australian Government Guidelines on the Recognition of Sex and Gender, and NSW Privacy Laws. For more information, please refer to the Create NSW Privacy Notice available [here](#).

#### Do you identify as belonging to any of the following:

NSW Aboriginal people

☐ Yes

People living and/or working in regional NSW Young People under the age of 25

☐ Yes

☐ Yes

Torres Strait Islander people

☐ Yes

People living and/or working in Western Sydney

☐ Yes

People with Disability and/or who are d/Deaf

☐ Yes

People from culturally and linguistically diverse (CaLD) backgrounds

☐ Yes

#### Do you identify as:

☐ Female

☐ Male

☐ Gender Diverse

☐ Prefer not to disclose

☐ Other:

#### Do you identify as LGBTIQ+?

☐ Yes

☐ No

☐ Prefer not to disclose

☐ Other:

#### If you are Aboriginal what is your cultural affiliation? (Tribe/Clan group and Country or Countries you have connections to)

### Night Time Economy

#### 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.

### About your Project

\* indicates a required field

### Project Information

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**Project Title \***

**Word count:**

Must be no more than 10 words. EXAMPLE: Professional development through mentoring with internationally acclaimed Aboriginal artist. Please note, if your application is successful this information may be used publicly for promotional purposes. Project titles should be appropriate for general public audiences.

**Brief description of the project \***

**Word count:**

Must be no more than 50 words. Please note, if your application is successful this information may be used publicly for promotional purposes. Project descriptions should be appropriate for a general public audience.

## Project Start and End Dates

### IMPORTANT:

- Your project **must start at least 5 weeks** after your application has been submitted.
- The project must be **completed within 4 months** from your indicated start date as mentioned above.

**Project Start date \***

**Project End date \***

## Artform

**Select the primary artform of your project \***

**Select the subcategory of your primary artform \***

## Create NSW Arts Culture Aboriginal Protocols

\* indicates a required field

**Does your project involve Aboriginal cultural elements, contemporary elements, community or heritage? \***

☐ Yes

☐ No

If Yes, you will be required to provide letters of confirmation/support from the relevant communities and/or organisations.

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### Are you adhering to the Create NSW Arts & Culture Aboriginal Protocols? \*

☐ Yes

☐ No

Refer to the [Create NSW Aboriginal Arts and Cultural Protocols here](#).

### Please explain how your project aligns with two or more of the key principles listed in Create NSW Arts & Culture Aboriginal Protocols \*

Word count:

Must be no more than 250 words.

### Please tell us what consultation/s have already been undertaken with Aboriginal artist/s, people and community \*

Word count:

Must be no more than 250 words.

Ensure you have letters of support/confirmation attached in the section below.

### Are there Aboriginal key creatives leading this project? Who are they and what is their role? \*

Word count:

Must be no more than 250 words.

Ensure you have letters of support/confirmation attached in the section below.

### Provide a rationale for why you are not referring to the principles of the NSW Aboriginal Art and Culture protocols \*

Word count:

Must be no more than 250 words.

## Letters of Confirmation/Video Statements - For proposals involving Aboriginal people or communities

You are **required** to provide Letters of support and/or confirmation from relevant Aboriginal artists, Elders, Organisations or community members that are involved in your project and/or can speak to your/the group's experience and in delivering similar projects.

### How would you like to submit this confirmation? \*

☐ Links/URLs

☐ Uploading files

☐ Both of the above

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Provide links and passwords to any letters of confirmation/support for proposals that involve Aboriginal people or communities.

**Note:** Make sure the link/URL works and passwords are correct and remain accessible.

Link / URL	Password	Description
Must be a URL.		

### Attach letters of support/videos here \*

Attach a file:

A maximum of 2 files may be attached.

## Merit Criteria

\* indicates a required field

*Question 1: Tell us how your/the group's opportunity occurred, what is involved in the activity and what are the expected outcomes*

*Question 2: Tell us about your/the group's reputation and previous arts and cultural achievements*

### How would you like to submit your responses? \*

- ☐ 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

If you are uploading a video response make sure the link/URL works and passwords are correct and remain accessible for the month during the assessment period.

## Question 1 2

**Tell us how your/the group's opportunity occurred, what is involved in the activity and what are the expected outcomes \***

Word count:

Must be no more than 300 words.

**Tell us about your/the group's experience and previous achievements in relation to the opportunity \***

Word count:

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Must be no more than 300 words.

Tell us about your experience and previous achievements in relation to the opportunity

### Question 1

Tell us how your/the group's opportunity occurred, what is involved in the activity and what are the expected outcomes by uploading a short video of **no more than 5 minutes** (files must not exceed 25MB). Zip files will not be accepted.

**NOTE:** Think about the aim/s of your project and what you want to achieve.

**Attach your answer to question 1 here \***

Attach a file:

A maximum of 1 file may be attached.

### Question 2

Tell us about your/the group's experience and previous achievements in relation to the opportunity by uploading a short video of **no more than 5 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.

Tell us about your experience and previous achievements in relation to the opportunity

### Question 1

Tell us how your/the group's opportunity occurred, what is involved in the activity and what are the expected outcomes by providing a URL to a short video of **no more than 5 minutes**.

**NOTE:** Think about the aim/s of your project and what you want to achieve.

**Paste your URL for question 1 here \***

Must be a URL.

### Question 2

Tell us about your/the group's experience and previous achievements in relation to the opportunity by providing a URL to a short video of **no more than 5 minutes**.

**Paste your URL for question 2 here \***

Must be a URL.

Tell us about your experience and previous achievements in relation to the opportunity

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### Supporting Material

\* indicates a required field

#### Samples of Work

Provide samples of work as links or uploaded documents. All attachments must be provided at the time your application is submitted.

Samples can be submitted 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.

**Note:** Assessors will not view or consider support materials that exceed the above limits.

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

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

#### Letter of Invitation

**Have you/the group been invited to attend an opportunity (conference, festival, other) or to perform or present new work? \***

- ☐ Yes
- ☐ No

**Please attach a copy of the invitation correspondence below: \***

Attach a file:

A maximum of 1 file may be attached.

#### Link/URL Upload

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

**Note:** Make sure the link/URL works and passwords are correct and remain accessible. You can only provide a maximum of 3 links. Assessors will only be able to spend a limited time looking through links, so please ensure you choose the most relevant and strong works of your career.

Link / URL	Password	Description



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Must be a URL.		

### Sample Uploads

#### **Attach your/the group's samples of work here \***

Attach a file:

A maximum of 3 files may be attached.

### Letters of Support

Confirmation letters/emails/videos of support related to your project (provided as one document of no more than 5 pages).

#### **Attach Letters of Support here \***

Attach a file:

A maximum of 1 file may be attached.

### Biography/CV

Provide a brief biography or Curriculum Vitae (CV) for:

- Yourself
- The group members involved (if you are applying as a group)
- Artists or key collaborators involved in the project

A maximum of one A4 page per person. If there are multiple people involved, please combine all biographies/CV into one document.

#### **Attach short biographies and CVs here \***

Attach a file:

A maximum of 1 file may be attached.

### Impact Criteria

**\* indicates a required field**

*Question 1: Why is the opportunity important to your career development and practice, including if your activity meaningfully engages with Create NSW priority areas?*

*Question 2: Why is the proposed activity time sensitive and needs to be undertaken urgently? Please include any documentation supporting this claim in the support material section on the page before (supporting material).*

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### How would you like to submit your responses? \*

- ☐ 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

If you are uploading a video response make sure the link/URL works and passwords are correct and remain accessible for the month during the assessment period.

## Question 1 2

### Why is the opportunity important to your career development and practice, including if your activity meaningfully engages with Create NSW priority areas? \*

Word count:

Must be no more than 300 words.

### Why is the proposed activity time sensitive and needs to be undertaken urgently? \*

Word count:

Must be no more than 300 words.

Please include any documentation supporting this claim in the support material section on the page before (supporting material).

## Question 1

Tell us why is the opportunity important to your career development and practice, including if your activity meaningfully engages with Create NSW priority areas by uploading a short video of **no more than 5 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 why is the proposed activity time sensitive and needs to be undertaken urgently by uploading a short video of **no more than 5 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.

Please include any documentation supporting this claim in the support material section on the page before (supporting material).

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### Question 1

Tell us why is the opportunity important to your career development and practice, including if your activity meaningfully engages with Create NSW priority areas by providing a URL to a short video of **no more than 5 minutes**.

**Paste your URL for question 1 here \***

Must be a URL.

### Question 2

Tell us why is the proposed activity time sensitive and needs to be undertaken urgently by providing a URL to a short video of **no more than 5 minutes**.

**Paste your URL for question 2 here \***

Must be a URL.

Please include any documentation supporting this claim in the support material section on the page before (supporting material)

**Please attach any documentation supporting the urgency of the project \***

Attach a file:

A maximum of 1 file may be attached.

## Viability Criteria

\* indicates a required field

### Key Activities and Dates

Outline below the key dates, steps, personnel involved and locations of your activity

Date	Brief description of activity	Key Personnel/ Artists/ Partners	Are they confirmed?	Location	Is the location confirmed?
Must be a date.		This includes their name and role		This includes name of venue/ place	

### Budget Breakdown

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**Outline how you/the group will spend the amount you are requesting from Create NSW.**

**Add \$0 (zero) for any that are not relevant.**

**Note:** You must apply from \$500 to \$5,000 below.

**Fees - Artists \***

\$

Must be a whole dollar amount (no cents).

**Fees - Arts Workers \***

\$

Must be a whole dollar amount (no cents).

**Total Fees \***

\$

This number/amount is calculated.

**Production Costs (includes Venue Hire) \***

\$

Must be a whole dollar amount (no cents).

**Travel / Accommodation / Transport Costs \***

\$

Must be a whole dollar amount (no cents).

**Materials \***

\$

Must be a whole dollar amount (no cents).

**Other \***

\$

Must be a whole dollar amount (no cents).

**Total Amount Requested from Create NSW \***

\$

This number/amount is calculated.

How much are you requesting from Create NSW?

**What is your total project cost? \***

\$

This is how much money the project will cost altogether and includes the amount requested from Create NSW.

## Artist and Arts Worker Fees

**Have you/the group paid the artist/s, arts worker/s and/or cultural advisor/s at the appropriate industry rate? \***

☐ Yes ☐ No

Please note that each artform has its own identified rate.

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**Outline how you/the group will pay the artist/s, arts worker/s and/or cultural advisor/s and include which industry rate you referred to \***

Word count:

Must be no more than 100 words.

**Outline the reasoning for not paying the artist/s, arts worker/s and/or cultural advisor/s at the industry rate \***

Word count:

Must be no more than 100 words.

## Budget Comments

**How will you spend the amount you are requesting from Create NSW? Please include a breakdown of your total project costs \***

Word count:

Must be no more than 300 words.

Provide detailed expenditure breakdown including quotes, industry standard rates and any other income associated with the project (if applicable)

**Attach quotes here (optional)**

Attach a file:

A maximum of 1 file may be attached.

Quotes can include, hiring equipment, venue bookings, travel and accommodation, and arts and cultural materials.

## Priority Areas and Breakdown of Activities

**\* indicates a required field**

### Project Priority Areas

Please indicate if your project will be targeted towards any one of the priority areas listed below. This can include information about yourself, the group members (if applying as a group), other artists, organisations and communities as partners, collaboration and audiences.

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

NSW Aboriginal people \*

People living and/or working in Western Sydney \*

# 23/24 Small Project Grants (Quick Response)

## Form Preview

☐ Yes

☐ No

☐ Yes

☐ No

**People from culturally and linguistically diverse (CaLD) backgrounds** **People with disability and/or who are d/Deaf \***

☐ Yes

☐ No

☐ Yes

☐ No

**People living and/or working in regional NSW \***

☐ Yes

☐ No

**Young People under the age of 25 \***

☐ Yes

☐ No

**Describe how NSW Aboriginal people and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

**Describe how CaLD people and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

**Describe how Regional NSW people and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

**Describe how Western Sydney people and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

**Describe how people with disability and/or who are d/Deaf and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

# 23/24 Small Project Grants (Quick Response)

## Form Preview

**Describe how Young People under the age of 25 and communities are respectfully engaged in your project \***

Word count:

Must be no more than 150 words.

## Activity Breakdown

Estimate the percentage (%) of where the project/activity you are applying for will be occurring.

**Only enter whole numbers with no % symbol. Enter 0 (zero) for any that are not applicable. The total must equal 100.**

% of activity in NSW \*

Must be a number and no more than 100

% of activity Outside NSW \*

Must be a number and no more than 100

Total % - MUST equal 100

This field is calculated

## Breakdown of NSW Activity

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

**Note:** if your project is taking place outside of NSW, then use your primary place of residence as the region where the activity takes place.

% NSW activity in Sydney \*

Must be a number and no more than 100

% NSW activity in Western Sydney \*

Must be a number and no more than 100

% NSW activity in Regional NSW \* Total % - MUST equal 100

Must be a number and no more than 100 This field is calculated

## You have 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 the corrections, you can return to the **Review and Submit** page and click **Submit Application**.

When your application is submitted you will receive a confirmation email that the application has been received. If you see this email 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.

Create NSW staff are here to help you and can be contacted between 9am and 5pm Monday to Friday (excluding public holidays) via:

## 23/24 Small Project Grants (Quick Response)

### Form Preview

- Telephone: (02) 9228 4578
- Scheduling an online meeting to speak to Create NSW staff through [Microsoft bookings](#)
- Create NSW website - [Arts Funding team](#)
- Email: [arts.funding@create.nsw.gov.au](mailto:arts.funding@create.nsw.gov.au)