

CREATIVE PROJECT LEVERAGING FUND

Overview

The City of Parramatta Council Creative Project Leveraging Fund aims to support professional groups and organisations with creative projects in the Parramatta region. This category is open to those working in all art forms, including but not limited to, music, sculpture, dance, painting, interpretation, writing/literature, theatre, design, film/video and digital media.

For the purpose of these guidelines, 'professional groups or organisations' are those employing qualified staff at the appropriate award rate. They would usually have an appropriately qualified administrator or director.

Funding Priorities

The proposed project must meet at least one of the following objectives with outcomes/project activity occurring partially or wholly within the Parramatta LGA. Preference will be given to applications who address more than one objective:

- Develop the skills of our local creative talent;
- Increase participation in arts and creative sectors;
- Stimulate connection to community, through the development of works and/or activities that explore the identity of the Parramatta region;
- Encourage growth and increase the value of the creative sector to the Parramatta community, culture and economy;
- Foster innovation in the arts and creative sectors.

Available Funding

Approximately \$60,000 per financial year is available for the Creative Project Leveraging

program. There is a funding cap for each application of \$20,000.

This category has been established as a leverage fund. Applicants are required to attract at least 50% matching funding from additional sources as a condition of receipt of funding (note: matching funds may in some circumstances include in-kind contributions).

Program Timelines

This program is open once a year. Projects must start after July 1. Successful recipients in this category are required to:

- Complete their projects within twelve months of funding
- Submit two Progress Reports, after four and nine months respectively, during the funding period and a Final Acquittal Report upon project completion
 - 4 month Progress Report due date 1 November
 - 9 month Progress Report due date 1 April
 - Final Acquittal Report due date 1 July (following year)

Failure to acquit the grant will affect any future funding requests.

Type of Activity Supported

- Incubation of new creative, arts & cultural based organisations in Parramatta;
- Assistance in locating organisations in Parramatta (i.e. attracting them to the Parramatta area);
- Produce projects, festivals, exhibitions or events that provide opportunities for local artists/creatives to work in the Parramatta LGA.

Conditions for Program Eligibility

To be eligible for funding applicants must:

- Be not-for-profit and incorporated or have evidence of auspice from a not-for-profit incorporated organisation;
- Be located within the Parramatta LGA, or principally service Parramatta residents;
- Not have outstanding debts to Council;
- Not have overdue progress or acquittal reports for previously funded grants.

Further Conditions

- Provide a copy of the latest financial statements (most recent audited statements are required for revenues over \$250,000)
- Provide evidence of appropriate insurance coverage;

Supporting Documents Required

- Provide at least one quote for equipment purchases over \$1000;
- CV's for key staff, no more than two pages each;
- Up to 10 images in jpg format and a maximum of 1mb per image;

- For audio/moving image files, one file of up to 5 minutes in one of the following file formats: for moving images .mov or .mp4 files; and for audio files .wav or .mp3 files;
- For written work, a sample or samples of writing in .pdf or .doc file format. Maximum 4 x A4 pages, with no more than 2 pages per writing sample.

Contact Details

If you need assistance in understanding these Guidelines, or have any questions, please contact the Community Capacity Building Team on **9806 5110** or email grants@cityofparramatta.nsw.gov.au.

Applicants are encouraged to discuss their arts project with the Parramatta Artists Studio on **9806 5822**.

Any applications related to Aboriginal Culture will be required to consult with Council's Aboriginal and Torres Strait Islander Advisory Committee. For details about the advisory committee, please contact the Community Capacity Building Team on **9806 5110**.

Assessment Criteria

	CRITERIA DESCRIPTION	WEIGHTING
Criterion A	LOCAL TALENT - Project demonstrates significant contribution to the development of local creative talent from/or working in the Parramatta LGA	20%
Criterion B	NEW AUDIENCES - Potential for development of new audiences and new participants in arts and creative endeavour	20%
Criterion C	OUTCOME REACH - Description of project results/output and demonstration of how it can be shared with, or presented to the local arts sectors, communities and other interested parties	25%
Criterion D	INNOVATION & GROWTH - Fostering of innovation and contribution to the growth of the arts and creative sectors	20%
Criterion E	BUDGET - well-researched and realistic budget, clearly indicating what Council funds would be spent on and the sources and application of matching contributions.	15%

